

## **NOTICES:**

On March 20, 2019, the Board of Estimates adopted the Regulations on Procurement, Protests, Minority and Women-owned Business Enterprise and Debarment/Suspension (Regulations) effective July 1, 2019. Pursuant to Section II. Protest Regulations:

- a. The Resolution on the Regulations of Board Meetings and protests adopted by the Board on January 22, 2014 was repealed effective July 1, 2019.
- b. Protests.
  1. A person wishing to protest a proposed action of the Board or otherwise address the Board, whether individually or as a spokesperson, shall notify the Clerk of the Board, Room 204, City Hall, 100 N. Holliday Street, Baltimore, Maryland 21202 in writing no later than noon on the Tuesday preceding the Board meeting during which the item will be considered, or by an alternative date and time specified in the agenda for the next scheduled meeting.
  2. A protest shall be considered proper when the protestant is directly and specifically affected by a pending matter or decision of the Board.
  3. The written protest shall include:
    - a. The name of the person protesting or, if a spokesperson, the entity or organization protesting;
    - b. A narrative description of the issues and facts supporting the protest; and
    - c. A description as to how the protestant will be harmed by the proposed Board action.
    - d. If a person fails to appear before the Board to argue and defend their protest, the Board may reject the protest without discussion.

c. Procurement Lobbyist

1. A Procurement Lobbyist, as defined by the Baltimore City Ethics Code § 8-8(c), must register with the Board of Ethics as a Procurement Lobbyist in accordance with Baltimore City Ethics Code § 8-12.
2. If any member of the Board has sufficient information to determine that Baltimore City Ethics Code § 8-12 has not been complied with, he or she may make a complaint to the Board of Ethics.

d. Required Posting

The full provisions of these Protest Regulations shall be posted in a manner and format that ensures adequate notice in the Department of Legislative Reference, as well as on the President of the Board's website and the Secretary to the Board's website.

Submit Protests to:  
Attn: Clerk,  
Board of Estimates  
Room 204, City Hall  
100 N. Holliday Street  
Baltimore, Maryland 21202

**NOTICES** - cont'd:

1. **SPECIAL NOTICE FOR OCTOBER 27, 2021, 9:00 A.M. BOARD OF ESTIMATES' MEETING**

**MEMBERS OF THE PUBLIC CAN CALL IN TO LISTEN LIVE BY CALLING 1 (408) 418-9388 (ACCESS CODE: 179 478 0446.) AND/OR STREAM IT LIVE USING THE FOLLOWING LINK:**

**<https://www.charmtvbaltimore.com/live-stream>**

2. **12:00 NOON MEETING ANNOUNCEMENT OF BIDS AND OPENINGS**

**MEMBERS OF THE PUBLIC CAN CALL IN TO LISTEN LIVE BY CALLING (443) 984-1696 (ACCESS CODE: 0842939) AND/OR STREAM IT LIVE USING THE FOLLOWING LINK:**

**<https://www.charmtvbaltimore.com/live-stream>**

3. **EFFECTIVE MARCH 9, 2021, THE BOARD SUBMISSION DEADLINE IS WEEKLY ON TUESDAY AT 11:00 A.M.**

**BOARD OF ESTIMATES' RECESS**

4. **THE BOARD OF ESTIMATES IS SCHEDULED TO BE IN RECESS AT 9:00 A.M. AND 12:00 NOON ON NOVEMBER 10, 2021. THE BOARD OF ESTIMATES WILL NOT RECEIVE OR OPEN BIDS ON NOVEMBER 10, 2021. THE BOARD OF ESTIMATES WILL RECONVENE ON NOVEMBER 17, 2021.**
5. **THE DEADLINE FOR THE NOVEMBER 17, 2021 BOARD OF ESTIMATES AGENDA IS TUESDAY, NOVEMBER 2, 2021, AT 11:00 A.M.**

## **BOARD OF ESTIMATES' AGENDA – OCTOBER 27, 2021**

### **BOARDS AND COMMISSIONS**

#### 1. Prequalification of Contractors

In accordance with the Rules for Prequalification of Contractors, as amended by the Board on November 21, 2016, the following contractors are recommended:

Adrian L. Merton, Inc.	\$328,730,000.00
AES Electrical, Inc. dba Freestate Electrical Construction Company	\$240,630,000.00
American Commercial Insulation, LLC	\$ 1,500,000.00
Audubon Environmental Inc.	\$ 1,230,000.00
Buildview, LLC dba Multivista	\$ 1,500,000.00
DXI Construction, Inc.	\$ 8,000,000.00
Gray & Son, Inc.	\$126,040,000.00
Guardrails, Etc., Inc.	\$ 8,000,000.00
Leading Technology Solutions, Inc.	\$ 8,000,000.00
Long Fence Company, Inc.	\$233,280,000.00
The Poole and Kent Corporation (**Work capacity rating underwritten by Blanket Guarantee of \$100,000,000.00 from the Parent Corporation EMCOR Group, Inc.)	\$100,000,000.00
Trison Construction Inc.	\$ 7,320,000.00
United Constructors Group, LLC	\$ 1,450,000.00

**AGENDA**

**BOARD OF ESTIMATES**

**10/27/2021**

**BOARDS AND COMMISSIONS** – cont'd

2. Prequalification of Architects and Engineers

In accordance with the Resolution Relating to Architectural and Engineering Services, as amended by the Board on June 29, 1994, the Office of Boards and Commissions recommends the approval of the prequalification for the following firms:

Cannon Design	Architect
Cityscape Engineering, LLC	Engineer
Frederick Ward Associates, Inc.	Architect Landscape Architect Engineer Land Survey
Hardesty & Hanover, LLC	Engineer
Ramboll Americas Engineering Solutions, Inc.	Engineer
Waldon Studio, Architects & Planners, PC	Architect
Whitman Requardt and Associates, LLP	Architect Landscape Architect Engineer Land Survey

**AGENDA**

**BOARD OF ESTIMATES**

**10/27/2021**

Department of Housing and Community Development (DHCD) – Grant Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize acceptance of Maryland Energy Assistance Program (MEAP) grant funds from the Maryland Department of Housing and Community Development. The period of the agreement is effective upon Board approval through November 30, 2024.

**AMOUNT OF MONEY AND SOURCE:**

\$1,300,000.00 - 5000-585922-5971-439500-405001

**BACKGROUND/EXPLANATION:**

The Maryland Department of Housing and Community Development (DHCD) has designated the Baltimore City Department of Housing and Community Development (HCD) as the Local Weatherization Agency for the Federal Weatherization Assistance Program and the state’s EmPOWER Maryland program.

The DHCD receives MEAP funds from the Maryland Department of Human Resources and then provides the City of Baltimore with funding for emergency heating and cooling system repair and replacement services to low-income families. DHCD is providing the City of Baltimore with \$1,300,000.00 under this grant agreement to meet the heating and cooling system needs of weatherization program clients.

**MBE/WBE PARTICIPATION:**

N/A

MBE/WBE goals are not associated directly with the acceptance of this grant agreement. The MBE/WBE goals are included in the bid solicitations for Weatherization and HVAC Contractors.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED THE SUBMITTED DOCUMENTATION AND FOUND IT CONFIRMED THE GRANT AWARD.**

(The Maryland Energy Assistance Program Grant Agreement has been approved by the Law Department as to form and legal sufficiency.)

**AGENDA**

**BOARD OF ESTIMATES**

**10/27/2021**

Department of Housing and Community Development (DHCD) – Grant Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Grant Agreement with East Baltimore Development, Inc. (EBDI). The period of the agreement is effective upon Board approval for 12 months.

**AMOUNT OF MONEY AND SOURCE:**

\$425,000.00 - 1001-000000-5824-719600-607001

**BACKGROUND/EXPLANATION:**

The DHCD intends to award EBDI \$425,000.00 in grant funds to provide the organization operational support for fiscal year 2022.

East Baltimore Development, Inc. is a 501 (c)(3) established by the community, government, institutional and philanthropic partners to revitalize, re-energize and rebuild the East Baltimore neighborhood by leveraging proximity to the Johns Hopkins medical complex into a stronger economic driver for the neighborhood. These grant funds are necessary for EBDI to maintain current levels of service provided to the community and to continue its mission of community redevelopment. The Grantee will also receive grant support from Johns Hopkins for fiscal year 2022.

**STATEMENT OF PURPOSE AND RATIONALE FOR SALE:**

N/A

**MBE/WBE PARTICIPATION:**

N/A

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

(The Grant Agreement has been approved by the Law Department as to form and legal sufficiency.)

**AGENDA**

**BOARD OF ESTIMATES**

**10/27/2021**

Department of Housing and Community Development (DHCD) - Grant Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Grant Agreement with Creative Alliance, Inc. The period of the agreement is effective upon Board approval for 36 months.

**AMOUNT OF MONEY AND SOURCE:**

\$125,000.00 - 9910-903241-9588-900000-706032

**BACKGROUND/EXPLANATION:**

The DHCD’s community development strategies focus resources in disinvested and overlooked communities where City funds will spur growth and transformation and additional investment. DHCD created the Community Catalyst Grants Program (CCG), a \$5,000,000.00 initiative to leverage assets and support community-led efforts that are essential to a neighborhood’s viability.

On January 31, 2019, DHCD released the CCG Capital Grant Guidelines and Application. On August 28, 2019, the Mayor awarded 25 organizations.

Through the CCG Capital program, Creative Alliance, Inc. was awarded \$125,000.00 to be used solely to support the construction of the Creativity Center Arts and Education Center located at 3137 Eastern Avenue.

Grantee may submit a written request to DHCD asking for a one-year extension to the term of this Agreement; and/or (y) a budget reallocation not to exceed 20% percent of the Grant Funds.

**MWBOO GRANTED A WAIVER ON JANUARY 5, 2021.**

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

(The Grant Agreement has been approved by the Law Department as to form and legal sufficiency).

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**BOARD OF ESTIMATES**

**10/27/2021**

Department of Housing and Community Development (DHCD) - Grant Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Grant Agreement with American Communities Trust, Inc. The period of the agreement is effective upon Board approval for 24 months.

**AMOUNT OF MONEY AND SOURCE:**

\$87,000.00 - 9910-903241-9588-900000-706032

**BACKGROUND/EXPLANATION:**

The DHCD’s community development strategies focus resources in disinvested and overlooked communities where City funds will spur growth and transformation, and additional investment. DHCD created the Community Catalyst Grants Program (CCG), a \$5,000,000.00 initiative to leverage assets and support community-led efforts that are essential to a neighborhood’s viability.

On January 31, 2019, DHCD released the CCG Capital Grant Guidelines and Application. On August 28, 2019, the Mayor awarded 25 organizations.

Through the CCG Capital program, American Communities Trust, Inc. was awarded \$87,000.00 for acquisition of up to four vacant properties within the target seven-block perimeter, with the purpose of rehabilitating the properties as part of the Broadway East Community.

Grantee may submit a written request to DHCD asking for a one-year extension to the term of this Agreement; and/or a budget reallocation not to exceed 20% percent of the Grant Funds.

**MWBOO GRANTED A WAIVER ON JULY 23, 2021.**

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

(The Grant Agreement has been approved by the Law Department as to form and legal sufficiency.)

## AGENDA

### BOARD OF ESTIMATES

10/27/2021

Department of Housing and Community Development (DHCD) – Acquisition by Gift

#### **ACTION REQUESTED OF B/E:**

The Board is requested to approve the acquisition of the fee simple interests in the property located at 703 E. Preston Street (Block 1155 Lot 016), as a gift from the People's Homesteading Group, Inc., Owner, SUBJECT to municipal liens, interest, and penalties, other than water bills.

#### **AMOUNT OF MONEY AND SOURCE:**

The Owner of the property located at 703 E. Preston Street agrees to pay for any title work and all associated settlement costs, not to exceed \$600.00 total. Therefore, no City funds will be expended.

#### **BACKGROUND/EXPLANATION:**

The DHCD's Development Division, on behalf of the Mayor and City Council, strategically acquires and manages vacant or abandoned properties, ultimately enabling these properties to be returned to productive use and improving Baltimore's neighborhoods.

The Owner has offered to donate the title to the property located at 703 E. Preston Street to the City. With the Board's approval, the City will receive clear and marketable title to the property, SUBJECT only to certain City liens. Accepting this donation is less costly than acquiring the property by tax sale foreclosure or eminent domain.

The DHCD Development Division seeks approval to acquire the property SUBJECT to all municipal liens, other than water bills and all interests and penalties that may accrue prior to recording a deed. A list of open municipal liens accrued through September 23, 2021 (date lien sheet was issued), other than water bills (which must be part of the transaction), is as follows:

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**10/27/2021**

703 E. Preston Street

Tax Sale	2017-2018	\$16,065.81
Real Property Tax	2021-2022	118.00
Real Property Tax	2020-2021	126.07
Real Property Tax	2019-2020	102.54
Real Property Tax	2018-2019	119.10
Real Property Tax	2017-2018	147.00
Miscellaneous Bill	8292757	222.00
Environmental Fine	54610415	<u>515.00</u>
<b>Total Taxes Owed:</b>		<b>\$17,415.52</b>

**MBE/WBE PARTICIPATION:**

N/A

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### BOARD OF ESTIMATES

10/27/2021

Department of Housing and Community Development (DHCD) – Acquisition by Gift

#### **ACTION REQUESTED OF B/E:**

The Board is requested to approve the acquisition of the fee simple interest in the property located at 707 E. Preston Street (Block 1155 Lot 018), as a gift from the People's Homesteading Group, Inc., Owner, SUBJECT to municipal liens, interest, and penalties, other than water bills.

#### **AMOUNT OF MONEY AND SOURCE:**

The Owner of the property located at 707 E. Preston Street agrees to pay for any title work and all associated settlement costs, not to exceed \$600.00 total. Therefore, no City funds will be expended.

#### **BACKGROUND/EXPLANATION:**

The DHCD's Development Division, on behalf of the Mayor and City Council, strategically acquires and manages vacant or abandoned properties, ultimately enabling these properties to be returned to productive use and improving Baltimore's neighborhoods.

The Owner has offered to donate the title to the property located at 707 E. Preston Street to the City. With the Board's approval, the City will receive clear and marketable title to the property, SUBJECT only to certain City liens. Accepting this donation is less costly than acquiring the property by tax sale foreclosure or eminent domain.

The DHCD Development Division seeks approval to acquire the properties SUBJECT to all municipal liens, other than water bills and all interests and penalties that may accrue prior to recording a deed. A list of open municipal liens accrued through September 23, 2021 (date lien sheet was issued), other than water bills (which must be part of the transaction), is as follows:

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**10/27/2021**

DHCD – cont'd

707 E. Preston Street

Tax Sale	2017-2018	\$21,925.26
Real Property Tax	2021-2022	141.60
Real Property Tax	2020-2021	183.50
Real Property Tax	2019-2020	205.31
Real Property Tax	2018-2019	211.96
Real Property Tax	2017-2018	222.53
Environmental Fine	54610431	<u>15.00</u>
<b>Total Taxes Owed:</b>		<b>\$22,905.16</b>

**MBE/WBE PARTICIPATION :**

N/A

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10/27/2021

Department of Housing and Community Development (DHCD) – Acquisition by Gift

#### **ACTION REQUESTED OF B/E:**

The Board is requested to approve the acquisition of the fee simple interest in the property located at 2749 Mosher Street (Block 2382 Lot 027) as a gift from Mr. Wayne Jones, Owner, SUBJECT to municipal liens, interest, and penalties, other than water bills.

#### **AMOUNT OF MONEY AND SOURCE:**

The Owner of the property located at 2749 Mosher Street agrees to pay for any title work and all associated settlement costs, not to exceed \$600.00 total. Therefore, no City funds will be expended.

#### **BACKGROUND/EXPLANATION:**

The DHCD's Development Division, on behalf of the Mayor and City Council, strategically acquires and manages vacant or abandoned properties, ultimately enabling these properties to be returned to productive use and improving Baltimore's neighborhoods.

Mr. Jones has offered to donate the title to the property located at 2749 Mosher Street to the City. With the Board's approval, the City will receive clear and marketable title to the property, SUBJECT only to certain City liens. Accepting this donation is less costly than acquiring the property by tax sale foreclosure or eminent domain.

The DHCD Development Division seeks approval to acquire the property SUBJECT to all municipal liens, other than water bills and all interests and penalties that may accrue prior to recording a deed. A list of open municipal liens accrued through September 23, 2021 (date lien sheet was issued), other than water bills (which must be part of the transaction), is as follows:

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10/27/2021

DHCD – cont'd

2749 Mosher Street

Real Property Taxes		
2021/2022		\$ 165.20
2020/2021		212.55
2019/2020		193.77
2018/2019		172.26
2017/2018		147.00
2016/2017		152.22
2015/2016		168.78
2014/2015		236.68
2013/2014		201.90
2012/2013		220.13
2011/2012		288.07
2010/2011		253.49
2009/2010		321.77
2008/2009		5,660.38
2007/2008		5,618.53
Metered Water No. 11000261920		<u>266.68</u>
<b>Total Liens Owed:</b>		<b>\$14,279.41</b>

**MBE/WBE PARTICIPATION :**

N/A

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**10/27/2021**

Department of Housing and Community Development (DHCD) - Land Disposition Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Land Disposition Agreement for the sale of the City-owned vacant building located at 2904 Hilldale Avenue to Rising, LLC, Developer.

**AMOUNT OF MONEY AND SOURCE:**

\$20,000.00 – Purchase Price

**BACKGROUND/EXPLANATION:**

The City will convey all of its rights, title, and interest in 2904 Hilldale Avenue for the total price of \$20,000.00. The Developer will be using private funds for the project.

The Developer proposes to purchase the vacant building located at 2904 Hilldale Avenue for complete rehabilitation as a single-family home to be rented at market rate.

The authority to sell the property is given under Baltimore City Code, Article 13, § 2-7(h).

**STATEMENT OF PURPOSE AND RATIONALE FOR SALE BELOW THE PRICE DETERMINED BY THE WAIVER VALUATION PROCESS:**

Not applicable. Pursuant to the Appraisal Policy of Baltimore City, a Waiver Valuation determined 2904 Hilldale Avenue to be valued at \$18,200.00, and it will be sold for \$20,000.00. The property is being sold above the Waiver Value price.

**MBE/WBE PARTICIPATION:**

The Developer will purchase the property for a price that is less than \$50,000.00 and will receive no City funds or incentives for the purchase or rehabilitation; therefore, MBE/WBE participation is not applicable.

(The Land Disposition Agreement has been approved by the Law Department as to form and legal sufficiency.)

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**BOARD OF ESTIMATES**

**10/27/2021**

Department of Housing and Community Development (DHCD) - Land Disposition Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Land Disposition Agreement for the sale of the City-owned property located at 4914 Palmer Avenue (Blk 4612/ Lot 022A) to CR of Maryland I, LLC, Developer.

**AMOUNT OF MONEY AND SOURCE:**

\$12,000.00 – Purchase Price

**BACKGROUND/EXPLANATION:**

The City will convey all its rights, title, and interest in 4914 Palmer Avenue for a total purchase price of \$12,000.00, which will be paid to the City at the time of settlement. The purchase price and improvements to the site will be funded through private sources.

CR of Maryland I, LLC proposes to purchase and rehabilitate 4914 Palmer Avenue and sell to a homeowner. The rehabilitation will consist of both interior and exterior improvements.

The City is authorized to dispose of the property by virtue of Article II, Section 15 of the Baltimore City Charter, and Article 13, § 2-7 (h) of the Baltimore City Code. The property located at 4914 Palmer Avenue was acquired via tax sale foreclosure, journalized, and approved for sale on December 6, 2012.

**STATEMENT OF PURPOSE AND RATIONALE FOR SALE BELOW THE PRICE DETERMINED BY THE WAIVER VALUATION PROCESS:**

Pursuant to the Appraisal Policy of Baltimore City, a Waiver Valuation determined the value of the property to be \$15,600.00, and it will be sold for \$12,000.00. which is below the price determined by the Waiver Valuation Process for the following reasons:

- the sale will serve a specific benefit to the immediate community,
- the sale will help to eliminate blight, and

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#### DHCD – cont'd

- the sale will return the property to the City's tax rolls.

#### **MBE/WBE PARTICIPATION:**

The Developer will purchase the property for a price that is less than \$50,000.00 and will receive no City funds or incentives for the purchase or rehabilitation; therefore, MBE/WBE participation is not applicable.

(The Land Disposition Agreement has been approved by the Law Department as to form and legal sufficiency.)

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### BOARD OF ESTIMATES

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Department of Housing and Community Development (DHCD) - Land Disposition Agreement

#### **ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Land Disposition Agreement for the sale of the City-owned property located at 719 N. Fulton Avenue (Block 0097, Lot 042) to Dare Development LLC, Developer.

#### **AMOUNT OF MONEY AND SOURCE:**

\$2,000.00 – Purchase Price

#### **BACKGROUND/EXPLANATION:**

The City will convey all of its rights, title, and interest in 719 N. Fulton Avenue to Dare Development, LLC for the price of \$2,000.00, which will be paid to the City at the time of settlement.

The property is a three-story vacant and partially boarded structure in the Harlem Park Community that requires work. The Developer wants to purchase the vacant property located at 719 N. Fulton Avenue to rehabilitate as two rental units and a first-floor in-law apartment. The purchase and improvements to the site will be financed through a private source.

#### **STATEMENT OF PURPOSE AND RATIONALE FOR THE SALE BELOW THE PRICE DETERMINED BY THE WAIVER VALUATION PROCESS:**

The property was priced pursuant to the Appraisal Policy of Baltimore City. The Waiver Valuation Policy was used to determine its price at \$4,000.00. However, due to the deteriorated condition of the property and the fact that the Developer is donating four properties to the City in another real estate transaction, it was determined that the property be sold for \$2,000.00 for the following reasons:

- the sale will stabilize the immediate area,
- the sale will eliminate blight from the neighborhood,
- the sale will promote economic development, and

## AGENDA

BOARD OF ESTIMATES

10/27/2021

DHCD – cont'd

- the sale will generate real estate and other taxes through the placement of the subject property on the City's tax rolls.

### **MBE/WBE PARTICIPATION:**

The Developer will purchase the property for a price that is less than \$50,000.00 and will receive no City funds or incentives for the purchase or rehabilitation; therefore, MBE/WBE participation is not applicable.

(The Land Disposition Agreement has been approved by the Law Department as to form and legal sufficiency.)

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**BOARD OF ESTIMATES**

**10/27/2021**

Department of Housing and Community Development (DHCD) - Side Yard Land Disposition Agreement

### **ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Side Yard Land Disposition Agreement for the sale of the City-owned property located in the Hollins Community at 1126 W. Lombard Street to Kelly Rogers Burke, Purchaser.

### **AMOUNT OF MONEY AND SOURCE:**

The lot will be sold for \$500.00, of which \$400.00 will be held in escrow by the City for the benefit of the Purchaser to be applied at settlement for closing costs, including transfer taxes, recordation fees, taxes, and associated title services.

### **BACKGROUND/EXPLANATION:**

The Purchaser will be using private funds to pay for the acquisition and maintenance of the property.

The DHCD's Development Division, on behalf of the Mayor and City Council, strategically acquires and manages vacant or abandoned properties, ultimately enabling these properties to be returned to productive use and improving Baltimore's neighborhoods.

The City has agreed to convey the property known as 1126 W. Lombard Street to the adjacent property owner. As a condition of conveyance, the Purchaser has agreed to the terms of the Side Yard Land Disposition Agreement, which prohibits the development of the parcel for a minimum of ten years.

The City is authorized to dispose of the property by virtue of Article II, Section 15 of the Baltimore City Charter, and Article 13, § 2-7 (h) of the Baltimore City Code. The property was also journalized and approved for sale on December 22, 2010.

### **STATEMENT OF PURPOSE AND RATIONALE FOR SALE BELOW THE APPRAISED VALUE:**

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The property is being sold for \$500.00 as the Purchaser holds title on the adjacent property as non-owner-occupied. The rationale for the conveyance is for the following reasons:

- the sale will serve a specific benefit to the immediate community,

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#### DHCD – cont'd

- the sale will help to eliminate blight, and
- the sale will return the property to the City's tax rolls.

#### **MBE/WBE PARTICIPATION:**

The Developer will purchase the property for a price that is less than \$50,000.00 and will receive no City funds or incentives for the purchase or rehabilitation; therefore, MBE/WBE participation is not applicable.

(The Side Yard Land Disposition Agreement has been approved by the Law Department as to form and legal sufficiency.)

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**10/27/2021**

Department of Housing and Community Development (DHCD) - Property Exchange and Land Disposition Acquisition Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Land Disposition and Acquisition Agreement, which outlines the exchange of the property owned by Ms. Caroline Leo, herself, and through her entities Monroe Equities Two, LLC, and Renovations by Design, LLC (Developer), for a comparable property owned by the Mayor and City Council of Baltimore (M&CC). The proposed property exchange is as follows:

Property Owner	Address	Block/Lot
Caroline Leo	506 N. Carrollton Avenue	0129-004
Caroline Leo	1515 W. Lexington Street	0181-008
Monroe Equities Two, LLC	508 N. Carrollton Avenue	0129-005
Renovations by Design, LLC	1202 Harlem Avenue	0102-046A

In exchange for:

M&CC	703 N. Fulton Avenue	0097-050
M&CC	709 N. Fulton Avenue	0097-047
M&CC	711 N. Fulton Avenue	0097-046
M&CC	717 N. Fulton Avenue	0097-043

**AMOUNT OF MONEY AND SOURCE:**

The City agrees to pay for all settlement costs related to the properties acquired by the City not to exceed \$600.00 per property.

Account: 9910-908044-9588-900000-70404

**BACKGROUND/EXPLANATION:**

The DHCD’s Land Resources Division, on behalf of the Mayor and City Council, strategically acquires and manages vacant or abandoned properties, ultimately enabling

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DHCD – cont’d

these properties to be returned to productive use and improving Baltimore’s neighborhoods.

Ms. Leo received notice of the City’s intent to demolish the properties known as 506 and 508 N. Carrollton Avenue, 1515 W. Lexington Street, and 1202 Harlem Avenue. Because the Developer was involved in the ongoing rehabilitation of these properties, a property exchange was proposed with comparable M&CC-owned properties that are located in an area better suited for redevelopment. The Developer will deliver good and marketable title, and as a condition of the exchange, has agreed to rehab the property it is receiving within the timeline outlined in the Agreement.

With the Board’s approval of the Land Disposition and Acquisition Agreement, the City will receive clear and marketable title to the Developer’s properties, subject to any municipal liens, in exchange for a comparable M&CC property.

Determination of comparability is based on a valuation for the properties to be as follows:

M&CC Properties		Leo et al. Properties	
703 N. Fulton Ave	\$6,000.00	506 N. Carrollton Ave	\$5,000.00
709 N. Fulton Ave	\$8,000.00	508 N. Carrollton Ave	\$5,000.00
711 N. Fulton Ave	\$8,000.00	1515 W. Lexington St.	\$9,000.00
717 N. Fulton Ave	\$8,000.00	1202 Harlem Avenue	\$9,000.00

Approval of this exchange will allow the City to more expeditiously demolish the hazardous structure and take title to the property for a redevelopment project. The property exchange is less costly than acquiring the properties through tax sale foreclosure or eminent domain. This action will further the City’s effort to eliminate blight and protect the health and safety of its citizens. As such, the City has agreed to pay for all title work and associated settlement costs on the properties the City is receiving, not to exceed \$600.00 per property. The Developer will be using private funds for this project.

**STATEMENT OF PURPOSE AND RATIONALE FOR SALE BELOW THE VALUE DETERMINED BY THE WAIVER VALUATION PROCESS:**

The rationale behind the exchange of properties was to ensure the severity of blight at 506, and 508 N. Carrollton Avenue, 1515 W. Lexington Street, and 1202 Harlem Avenue could be successfully eliminated while simultaneously ensuring that a willing and able

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DHCD – cont'd

developer could contribute to the revitalization of Baltimore City in an area better suited and poised for rehabilitation.

By virtue of the power conferred by Article 13, Section 2-7, of the Baltimore City Code, the Department has approved all the terms and conditions of this Land Disposition and Acquisition Agreement.

#### **MBE/WBE PARTICIPATION:**

The Developer will purchase the properties for a price that is less than \$50,000.00 and will receive no City funds or incentives for the purchase or rehabilitation; therefore, MBE/WBE is not applicable.

(The Land Disposition and Acquisition Agreement has been approved by the Law Department as to form and legal sufficiency.)

**AGENDA**

**BOARD OF ESTIMATES**

**10/27/2021**

Department of Housing and Community Development (DHCD) – Ratification of Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Ratification of Agreement with Strong City Baltimore, Inc. The period of the agreement was July 1, 2020 through June 30, 2021.

**AMOUNT OF MONEY AND SOURCE:**

\$ 55,000.00 - 2089-208921-5930-818234-607001

**BACKGROUND/EXPLANATION:**

Strong City Baltimore, Inc. provided Adult Literacy and English language instruction programs to approximately 500 adult residents in basic reading, writing, and math skills. The period of the agreement was July 1, 2020 through June 30, 2021.

The agreement is late because of subrecipient and administrative delays.

**MWBOO GRANTED A WAIVER ON SEPTEMBER 3, 2021.**

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

(The Ratification of Agreement has been approved by the Law Department as to form and legal sufficiency.)

**AGENDA**

**BOARD OF ESTIMATES**

**10/27/2021**

Baltimore City Fire Department – 2020 Grant Adjustment Notice  
Office of Emergency Management

**ACTION REQUESTED OF B/E:**

The Board of Estimates is requested to approve and authorize acceptance of a Grant Adjustment Notice of a no-cost/time extension from the Maryland Emergency Management Agency (MEMA) for the FY2020 Emergency Management Performance Grant Program – COVID-19 Supplemental, Award # EMP-2020-EP-00009-SO1. The prior period was January 27, 2020, through July 31, 2021. The new period of award is January 27, 2020, through October 31, 2021.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

On June 23, 2021, the Board of Estimates approved and authorized acceptance of the FY20 EMPG-S award of \$66,744.21 and required match of \$66,744.21 for a total of \$133,488.42. The Emergency Management Performance Grant Program- COVID-19 Supplemental grant requires a 100% match with local in-kind funds that will be provided from service 608 (general fund 1001-000000-2131-228200-600000).

Through the events which have occurred related to COVID-19, the Baltimore City Office of Emergency Management (MOEM) has identified two primary needs for the EMPG-S funding: Personal Protective Equipment (PPE) and a planner responsible for COVID-specific work. The Planner would help to work on citywide occupational and health programs, the elimination of potential risk via protocol compliance (PPE, cleaning and disinfection, distancing, etc.), and administrative controls.

The 2020 Grant Adjustment Notice is late because of the late receipt of award documents.

**MBE/WBE PARTICIPATION:**

N/A

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

(The 2020 Grant Adjustment Notice has been approved by the Law Department as to form and legal sufficiency.)

**AGENDA**

**BOARD OF ESTIMATES**

**10/27/2021**

Baltimore Police Department – Grant Award

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize acceptance of a Grant Award from the Governor’s Office of Crime Control and Prevention for the “Maryland Criminal Intelligence Network Program,” Award# MCIN-2022-0010. The period of the grant award is July 1, 2021 through June 30, 2022.

**AMOUNT OF MONEY AND SOURCE:**

\$904,785.00 - 5000-510622-2023-733200-607004

**BACKGROUND/EXPLANATION:**

The Baltimore City Police Department’s Maryland Criminal Intelligence Network program will help to reduce existing gaps in services and foster collaboration and cooperation among partner agencies and stakeholders. The program focuses on maximizing all available information and intelligence in order to identify, disrupt and dismantle gangs and violent criminal networks responsible for the distribution of illegal drugs, opioid overdoses, firearm-related violence, juvenile crime, human trafficking, and other forms of inherently violent criminal enterprises. Program funds provide personnel, contractual services, and other expenses.

The grant award is late because of administrative delays.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED THE SUBMITTED DOCUMENTATION AND FOUND THAT IT CONFIRMED THE GRANT AWARD.**

(The Grant Award has been approved by the Law Department as to form and legal sufficiency.)

**AGENDA**

**BOARD OF ESTIMATES**

**10/27/2021**

Baltimore City Information and Technology – Consultant Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Consultant Agreement with Keller Professional Services, Inc. The period of the agreement is effective upon Board approval through April 30, 2022.

**AMOUNT OF MONEY AND SOURCE:**

\$52,080.00 - 1001-000000-1472-808000-603020

**BACKGROUND/EXPLANATION:**

Keller Professional Services, Inc. will create and implement a team effectiveness strategy for the BCIT Workday Implementation Team.

**MBE/WBE PARTICIPATION:**

N/A – Prime is a City-certified WBE Vendor.

**MBE:** 6%

**WBE:** 1%

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

(The Consultant Agreement has been approved by the Law Department as to form and legal sufficiency.)

**TRANSFER OF FUNDS**

\* \* \* \* \*

The Board is requested to approve  
the Transfer of Funds

listed on the following pages:

28 - 29

In accordance with Charter provisions  
a report has been requested from the  
Planning Commission, the Director  
of Finance having reported  
favorably thereon.

AGENDA

BOARD OF ESTIMATES

10/27/2021

TRANSFER OF FUNDS

	<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Baltimore Development Corporation</u>			
1.	<b>\$900,000.00</b> 4 <sup>th</sup> Community and Economic Bond Fund	9910-902163-9600 Construction Reserve Lexington Market	9910-905360-9601 Lexington Market Improvements

This transfer will provide funds to Lexington Market, Inc. for the reimbursement of the City's portion of the market's construction improvements and upgrades.

Department of Public Works,  
Bureau of Solid Waste

2.	<b>\$1,283,265.00</b> General Fund Reserve	9948-951010-9516 Municipal Can Replacement	9948-915065-9517 Construction
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This funding is currently in a reserve account intended to replace all 200,000 Municipal Trash Cans (MTCs) at the end of their useful lives. The Bureau of Solid Waste is requesting that the MTCs be replaced on a rolling basis rather than saving up for a full replacement in the future. As the cans are lost and damaged, there will be a contract in place to order new cans, replacement parts, and the service to repair, deliver, and manage the MTCs. The transfer of funds will allow for the ongoing maintenance and replacement of the MTCs.

Department of Public Works/Office  
of Engineering and Construction

3.	<b>\$ 50,000.00</b> Revenue Bonds	9956-912158-9549 Rehab. & Improvement to Sanitary Sewers	9956-906923-9551-3 Study
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The transfer will cover advertisement and miscellaneous costs for SC 1027 Rehabilitation and Improvements to Sanitary Sewers at Various Locations in Baltimore City FY 2022.

AGENDA

BOARD OF ESTIMATES

10/27/2021

TRANSFER OF FUNDS

	<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
Department of Public Works/Office – cont'd <u>of Engineering and Construction</u>			
4.	<b>\$ 50,000.00</b>	9960-909100-9558 Water Revenue Bonds	9960-903972-9557-3 Study

The transfer will cover a deficit for WC 1391 Lower Fells Point Water Main Replacement.

**AGENDA**

**BOARD OF ESTIMATES**

**10/27/2021**

**OPTIONS/CONDEMNATIONS/QUICK-TAKES:**

Department of Housing and Community Development (DHCD)

DHCD – Option

1. The Board is requested to approve the option to purchase the \$120.00 ground rent interest in 2737 Fenwick Avenue. The owner is Ms. Ilene Powers, Sole Surviving Director of Tilson Realty, Inc.

<b>Amount</b>	<b>Account Number</b>	<b>Account Name</b>	<b>Project Name</b>
\$1,100.00	9910-904326-9588-900000-704040	Coldstream Homestead Montebello	Coldstream Homestead Montebello

In the event that the option agreement/s fail/s and settlement cannot be achieved, DHCD requests Board approval to purchase the property/s interest by condemnation for an amount equal to or lesser than the option amount.

DHCD – Condemnations

2. The Board is requested to purchase by condemnation the leasehold interest in 2729 Hugo Avenue. The owner is Mr. Stephen Cilento.

<b>Amount</b>	<b>Account Number</b>	<b>Account Name</b>	<b>Project Name</b>
\$14,680.00	9910-904326-9588-900000-704040	Coldstream Homestead Montebello	Coldstream Homestead Montebello

**AGENDA**

**BOARD OF ESTIMATES**

**10/27/2021**

**OPTIONS/CONDEMNATIONS/QUICK-TAKES:**

DHCD – Condemnations – cont’d

3. The Board is requested to purchase by condemnation the leasehold interest in 2732 Hugo Avenue. The owner is Ms. Jada Wells.

<b>Amount</b>	<b>Account Number</b>	<b>Account Name</b>	<b>Project Name</b>
\$14,900.00	9910-904326-9588-900000-704040	Coldstream Homestead Montebello	Coldstream Homestead Montebello

DHCD – Condemnations or Redemptions

4. The Board is requested to purchase the \$25.00 ground rent interest in 1928 Etting Street by condemnation, or in the alternative, SUBJECT to the prior approval of the Board, make application to the Maryland Department of Assessments and Taxation (SDAT) to redeem or extinguish the ground rent interest for this property. The owner is Unknown.

Purpose	Amount	Account Number	Account Name	Project Name
Application Fee	\$ 70.00	9910-904177-9588-900000-704044	Acquisition & Relocation	Black Women Build
Back Rent	\$ 75.00	9910-904177-9588-900000-704044	Acquisition & Relocation	Black Women Build
FMV	\$166.67	9910-904177-9588-900000-704040	Acquisition & Relocation	Black Women Build

The application fee is \$70.00, and three-years ground rent will be deposited with SDAT. A Redemption Certificate vesting the fee simple title in the Mayor and City Council of Baltimore will be recorded. This property will be redeveloped. The \$25.00 annual ground rent was created by a redeemable lease dated February 3, 1886.

**AGENDA**

**BOARD OF ESTIMATES**

**10/27/2021**

**OPTIONS/CONDEMNATIONS/QUICK-TAKES:**

**DHCD – Condemnations or Redemptions – cont'd**

5. The Board is requested to purchase the \$120.00 ground rent interest in 1304 W. Lanvale Street by condemnation, or in the alternative, SUBJECT to the prior approval of the Board, make application to the Maryland Department of Assessments and Taxation (SDAT) to redeem or extinguish the ground rent interest for this property. The owner is listed as Valley Associates, whose business is listed as forfeited.

Purpose	Amount	Account Number	Account Name	Project Name
Application Fee	\$ 70.00	9904-9127-921053-900000-704040	BGN Harlem Park	Harlem Park Inner Block Park
Back Rent	\$360.00	9904-9127-921053-900000-704040	BGN Harlem Park	Harlem Park Inner Block Park
FMV	\$800.00	9904-9127-921053-900000-704040	BGN Harlem Park	Harlem Park Inner Block Park

The application fee is \$70.00, and three-years ground rent will be deposited with SDAT. A Redemption Certificate vesting the fee simple title in the Mayor and City Council of Baltimore will be recorded. This property will be redeveloped. The \$120.00 annual ground rent was created by a redeemable lease dated February 28, 1980.

**APPROVED FOR FUNDS BY FINANCE**

**AGENDA**

**BOARD OF ESTIMATES**

**10/27/2021**

Department of Planning – Grant Agreements

The Board is requested to approve and authorize execution of the various Grant Agreements. The period of the agreement is July 1, 2021 through June 30, 2022.

- 1. **DRUID HEIGHTS COMMUNITY DEVELOPMENT CORPORATION** **\$50,000.00**

Account: 1001-000000-1877-187400-603026

The purpose of this Agreement is to create a nurturing climate for the arts in the City of Baltimore and to ensure that the arts are an effective revitalization tool for communities designated as Arts and Entertainment Districts by the Maryland State Arts Council, a unit of the Maryland Department of Commerce.

- 2. **SOUTHEAST COMMUNITY DEVELOPMENT CORPORATION** **\$50,000.00**

Account: 1001-000000-1877-187400-603026

The purpose of this Agreement is to create a nurturing climate for the arts in the City of Baltimore and to ensure that the arts are an effective revitalization tool for communities designated as Arts and Entertainment Districts by the Maryland State Arts Council, a unit of the Maryland Department of Commerce.

- 3. **DOWNTOWN PARTNERSHIP OF BALTIMORE, INC.** **\$50,000.00**

Account: 1001-000000-1877-187400-603026

The purpose of this Agreement is to create a nurturing climate for the arts in the City of Baltimore and to ensure that the arts are an effective revitalization tool for communities designated as Arts and Entertainment Districts by the Maryland State Arts Council, a unit of the Maryland Department of Commerce.

- 4. **THE CENTRAL BALTIMORE PARTNERSHIP, INC.** **\$50,000.00**

Account: 1001-000000-1877-187400-603026

The purpose of this Agreement is to create a nurturing climate for the arts in the City of Baltimore and to ensure that the arts are an effective revitalization tool for

## AGENDA

**BOARD OF ESTIMATES**

**10/27/2021**

Department of Planning – cont'd

communities designated as Arts and Entertainment Districts by the Maryland State Arts Council, a unit of the Maryland Department of Commerce.

The agreements are late because of administrative delays.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

(The Grant Agreements have been approved by the Law Department as to form and legal sufficiency.)

**AGENDA**

**BOARD OF ESTIMATES**

**10/27/2021**

Mayor's Office of Homeless Services – Provider Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Provider Agreement with the House of Ruth Maryland, Inc. The period of the agreement is July 1, 2021 through June 30, 2022.

**AMOUNT OF MONEY AND SOURCE:**

\$245,000.00 - 5000-529122-3572-766300-603051

**BACKGROUND/EXPLANATION:**

The City has received a Maryland Department of Housing and Community Development grant to undertake the Homelessness Solutions Program. The House of Ruth Maryland, Inc. will provide an emergency shelter and supportive services to 150 victims made homeless from domestic violence in the City of Baltimore. The Provider will offer services under their Emergency Shelter & Motel Program.

The delay in submission is due to a delay at the administrative level.

**MBE/WBE PARTICIPATION:**

**MWBOO GRANTED A WAIVER ON NOVEMBER 9, 2020.**

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

(The Provider Agreement has been approved by the Law Department as to form and legal sufficiency.)

**AGENDA**

**BOARD OF ESTIMATES**

**10/27/2021**

Health Department – Notice of Award

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize acceptance of a Notice of Award (NoA) from the Department of Health and Human Services, Centers for Disease Control and Prevention. The period of the award is August 1, 2021 through July 31, 2022.

**AMOUNT OF MONEY AND SOURCE:**

\$2,550,648.00 - 4000-444322-3023-718000-405001

**BACKGROUND/EXPLANATION:**

The funds will support the “Integrated HIV Programs for Health Departments to Support Ending the HIV epidemic in the United States.”

The Baltimore City Health Department will directly implement activities around testing and linkage through corrections, the sexual health, and wellness clinics (STI clinics), and the integrated HIV/TB program.

The Notice of Award is late because of the delay in the administrative review process.

**MBE/WBE PARTICIPATION:**

N/A

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED THE SUBMITTED DOCUMENTATION AND FOUND THAT IT CONFIRMED THE GRANT AWARD.**

(The Notice of Award has been approved by the Law Department as to form and legal sufficiency.)

**AGENDA**

**BOARD OF ESTIMATES**

**10/27/2021**

Health Department – Notice of Award

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize acceptance of the Notification of Grant Award from the Maryland Department of Aging for FY 2022 Area Plan State Grants. The period of the award is July 1, 2021 through June 30, 2022.

**AMOUNT OF MONEY AND SOURCE:**

<b>Amount</b>	<b>Project Title</b>	<b>Budget Account Number</b>
\$168,843.00	Guardianship	5000-533122-3254-767300-405001
80,930.00	Maryland Access Point (MAP) Information & Assistance	5000-534122-3044-767900-405001
42,099.00	Vulnerable Elder Program Initiative (VEPI)	5000-535522-3254-767300-405001
148,132.00	State Ombudsman	5000-533522-3044-761500-405001
193,758.00	State Nutrition	5000-533622-3255-761600-405001
<b>\$633,762.00</b>	<b>Total Award</b>	

**BACKGROUND/EXPLANATION:**

This Notice of Grant Award provides funds to be utilized by the Baltimore City Health Department (BCHD) to provide a variety of services for older adults residing in Baltimore City.

By acceptance of this grant, BCHD agrees to abide by the terms of the grant application and all applicable Federal and State laws, regulations, policies, and procedures.

The Notice of Grant Award is late due because of delays in the administrative process

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED THE SUBMITTED DOCUMENTATION AND FOUND THAT IT CONFIRMED THE GRANT AWARD.**

(The Notice of Award has been approved by the Law Department as to form and legal sufficiency.)

**AGENDA**

**BOARD OF ESTIMATES**

**10/27/2021**

Health Department – Expenditure of Funds

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize payments to Progressus Therapy, LLC for overage on CO# 39968 for additional services for the period July 1, 2020 through June 30, 2021.

**AMOUNT OF MONEY AND SOURCE:**

\$ 26,000.00 – 4000-427121-3080-292300-603051  
165,000.00 – 4000-455721-3080-292300-603051  
**\$191,000.00**

Invoice #	Amount
SIN031289	\$ 2,762.50
SIN031290	\$ 13,750.00
SIN031291	\$ 16,000.00
SIN032079	\$ 1,250.00
SIN032080	\$11,250.00
SIN032081	\$ 3,750.00
SIN031292	\$12,375.00
SIN032672	\$ 1,125.00
SIN032926	\$13,487.50
SIN032936	\$13,250.00
SIN032986	\$ 4,125.00
SIN033609	\$ 1,875.00
SIN033685	\$11,500.00
SIN033686	\$11,350.00
SIN034640	\$ 2,250.00
SIN034661	\$ 9,750.00
SIN037731	\$14,250.00
SIN037755	\$ 3,575.00
SIN037761	\$ 2,250.00

**AGENDA**

**BOARD OF ESTIMATES**

**10/27/2021**

Health Department – cont'd

SIN037762	\$ 14,650.00
SIN036711	\$ 425.00
SIN036024	\$ 13,500.00
SIN036710	\$ 12,375.00
<u>SIN033608</u>	<u>\$ 125.00</u>
Total	<b>\$191,000.00</b>

**BACKGROUND/EXPLANATION:**

On March 10, 2021, the Board approved the agreement in the amount of \$417,200.00 for the period of July 1, 2020 through June 30, 2021. Due to an increase in clients, additional therapy services were provided by Progressus for the Baltimore Infants & Toddlers Program.

The request is late because of administrative delays in receipt and processing of invoices.

**MBE/WBE PARTICIPATION:**

N/A

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

**AGENDA**

**BOARD OF ESTIMATES**

**10/27/2021**

Health Department – Agreements

The Board is requested to approve and authorize execution of the various Agreements.

- 1. **HEALTHCARE ACCESS MARYLAND, INC. (HCAM) \$ 2,481,552.00**

Account: 4000-421122-3080-294600-603051

The HCAM will administer services for the Maryland Children’s Health Program (MCHP) Eligibility Determination. The MCHP Eligibility Determination Program assists consumers who apply for Medicaid services. The majority of Medicaid recipients are walk-in consumers, but the HCAM also processes mail and fax applications.

The HCAM will assist persons applying for Medicaid and provide general information regarding Health Choice, the managed care program for women, children, and families. The Eligibility Determination Program also provides information on Federal Qualified Health Centers and other resources linked to the Maryland Department of Social Services, WIC, and other government and local support organizations. The period of the Agreement is July 1, 2021 through June 30, 2022.

The agreement is late because of administrative delays.

**MWBOO GRANTED A WAIVER ON SEPTEMBER 1, 2021.**

- 2. **ASSOCIATED BLACK CHARITIES, INC. (ABC) \$ 1,408,876.00**

Account: 4000-496721-3023-273303-603051	\$ 1,334,725.00
4000-498721-3023-273302-603051	\$ 74,151.00

The ABC, as the Ryan White Part-A Fiscal Agent for the Minority AIDS Initiative (MAI), will be responsible for providing the day-to-day fiscal administration, contracting, and monitoring of provider expenditures to ensure the reasonableness of reimbursements requested by direct service providers and also ensure compliance with contractual fiscal requirements.

During this term, the Department will be responsible for the programmatic services of Ryan White Part-A, including the Request For Proposal, selection of direct service providers, review of programmatic reports, and programmatic monitoring

**AGENDA**

**BOARD OF ESTIMATES**

**10/27/2021**

Health Department – cont'd

of providers. The purpose of the Ryan White Part-A MAI program is to improve HIV-related health outcomes to reduce existing racial and ethnic health disparities. The period of the agreement is March 1, 2021 through February 28, 2022.

The agreement is late because of administrative delays.

**MWBOO GRANTED A WAIVER ON AUGUST 29, 2021.**

3. **UNIVERSITY OF MARYLAND, BALTIMORE** **\$ 255,198.00**

Account: 4000-499021-3023-718000-603051

The University of Maryland, Baltimore, Institute of Human Virology, JACQUES Initiative will engage persons at high risk for HIV prevention services and provide counseling, support, and wraparound services to this population. The period of the agreement is January 1, 2021 through December 31, 2021.

The Agreement is late because of delays at the administrative level.

**MWBOO GRANTED A WAIVER ON AUGUST 5, 2021.**

4. **BALTIMORE MEDICAL SYSTEM, INC.** **\$ 70,000.00**

Account: 4000-422722-3080-292300-603051

The Baltimore Medical System, Inc. will provide Comprehensive Family Planning Services, to include clinical reproductive health care services which allow the client to choose from a broad range of contraceptive options. The period of the agreement is July 1, 2021 through June 3, 2022.

The agreement is late because of administrative delays.

**MWBOO GRANTED A WAIVER ON SEPTEMBER 24, 2021.**

5. **THE JOHNS HOPKINS UNIVERSITY (JHU)** **\$ 70,000.00**

Account: 4000-422722-3080-292300-603051

The JHU will administer Family Planning Services at the Harriet Lane Adolescent Clinic. The funds will be utilized to provide clinical reproductive health care services

**AGENDA**

**BOARD OF ESTIMATES**

**10/27/2021**

Health Department – cont'd

which will allow the client to choose from a broader range of contraceptive options. The period of the agreement is July 1, 2021 through June 30, 2022.

The agreement is late because of administrative delays.

**MWBOO GRANTED A WAIVER ON SEPTEMBER 20, 2021.**

- 6. THE JOHNS HOPKINS UNIVERSITY (JHU) \$ 436,116.00**

Account: 4000-427721-3023-273310-603051

The JHU School of Medicine will provide Outpatient Ambulatory Health Services, as well as diagnostic and therapeutic services provided directly by a licensed health care provider with experience in treatment of patients with HIV disease. The period of the agreement is March 1, 2021 through February 28, 2021.

The Agreement is late because the Maryland Department of Health’s Prevention and Health Promotion Administration programmatically manages Ryan White Part B HIV/AIDS State Special Services. The Providers are asked to submit a budget, budget narrative, and scope of services. The Department thoroughly reviews the entire package before preparing a contract and submitting it to the Board. These budgets are many times revised because of inadequate information from the providers. The review is required to comply with the grant requirements.

**MWBOO GRANTED A WAIVER ON AUGUST 5, 2021.**

The Minority and Women’s Business Opportunity Office (MWBOO) confirms the funding sources associated with the Baltimore City Health Department (BCHD) grant programs, technical agreements, and community health services are obtained through the Federal Government and the State of Maryland. Through this fiduciary alliance, BCHD serves as a liaison and oversight agency to ensure funding is appropriated to the designated Citywide public health programs and services. Due to the restricted allocation of Federal and State funds, the Baltimore City MBE/WBE goals and MWBOO compliance monitoring are not applicable. For this reason, waivers are granted to warrant the appropriate approval for all Federal and State-funded resources.

- 7. THE JOHNS HOPKINS UNIVERSITY (JHU) \$ 35,889.00**

Account: 4000-427721-3023-273319-603051

**AGENDA**

**BOARD OF ESTIMATES**

**10/27/2021**

Health Department – cont'd

The JHU will provide services in the area of Ryan White Part A, Mental Health. The services will include psychological and psychiatric screening, assessment, diagnosis, treatment, and counseling services with clients living with HIV. The period of the Agreement is March 1, 2021 through February 29, 2022.

The Agreement is late because the State of Maryland, Department of Health and Mental Hygiene's Prevention and Health Promotion Administration program-matically manages Ryan White Part B HIV/AIDS State Special Services. The Providers are asked to submit a budget, budget narrative, and scope of services. The Department thoroughly reviews the entire package before preparing a contract and submitting it to the Board. These budgets are many times revised because of inadequate information from the providers. The review is required to comply with the grant requirements.

**8. BALTIMORE HEALTHY START, INC. \$ 40,000.00**

Account: 4000-499622-3080-294200-603051

Under the terms of this Provider Agreement, Baltimore Healthy Start, Inc. will utilize the funds to hire a Certified Registered Nurse Practitioner (CRNP) to increase effective family planning use by postpartum women, lengthen inter-pregnancy intervals, and reduce unplanned pregnancies. The CRNP will conduct in-home and center-based reproductive health services and ongoing counseling and education regarding at-risk behaviors, gynecological health, and family planning. The period of the agreement is July 1, 2021 through June 30, 2022.

The Provider Agreement is late because of delays in the administrative review process.

**9. THE JOHNS HOPKINS UNIVERSITY (JHU) \$ 550.00**

Account: 4000-427721-3023-273317-603051

The JHU School of Medicine will provide Ryan White Part A – Emergency Financial Assistance to assist the Ryan White eligible clients with an emergent need for paying for medication. The emergency limited one-time or short-term financial assistance payments will be made directly to an agency or through a vouchers program. The period of the agreement is March 1, 2021 through February 28, 2022.

**AGENDA**

**BOARD OF ESTIMATES**

**10/27/2021**

Health Department – cont'd

The Agreement is late because of administrative delays.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

(The Agreements have been approved by the Law Department as to form and legal sufficiency.)

## AGENDA

### BOARD OF ESTIMATES

10/27/2021

#### Health Department – Ratification of Agreement

#### **ACTION REQUESTED OF B/E:**

The Board is requested to ratify a Grant Agreement (Agreement) with the Tree House Project, Inc. The period of the Agreement was September 30, 2020 through September 29, 2021.

#### **AMOUNT OF MONEY AND SOURCE:**

\$49,890.00 - 4000-483521-3080-294600-603051

#### **BACKGROUND/EXPLANATION:**

On August 12, 2020, the Board approved the Notice of Award in the amount of \$1,000,000.00 for the period September 30, 2020 through September 29, 2021, for the Resilience in Communities After Stress and Trauma (ReCAST) program.

The goal of the ReCAST program is to reduce the impact of trauma and build resilience in Central West Baltimore communities adversely impacted by the April 2015 unrest. The program empowers organizations from West Baltimore to implement high-quality, trauma-informed services to promote connectedness and resilience in youth.

On December 7, 2020, the Department advertised a Request for Proposal (RFP) for community organizations to create and build sustainable, trauma-informed behavioral health solutions for young people in Central West Baltimore. Grant recipients organized and provided activities for youth (e.g., mentoring, tutoring, out-of-school-time programming). On January 4, 2021, grants were awarded to selected grantees. Because of the COVID-19 emergency, the awards to the grantees were delayed.

The Tree House Project's mission is to support disconnected youth in securing vital resources needed for a fundamental transition into adulthood by assisting in achieving their individual goals. The services included programs for youth 13 – 24 years of age. It offered six programs with the common goal of increasing middle and high school graduation rates; decreasing the stigma of health care services, including mental health; increasing support in transiting into adulthood/self-sufficiency; and increasing youth civic engagement.

The Agreement is late because of administrative delays.

**AGENDA**

**BOARD OF ESTIMATES**

**10/27/2021**

Health Department – cont'd

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

(The Agreement has been approved by the Law Department as to form and legal sufficiency.)

**AGENDA**

**BOARD OF ESTIMATES**

**10/27/2021**

Department of General Services – Final Release of Retainage Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Final Release of Retainage Agreement with Nichols Contracting, Inc., under GS 15838, City Hall Elevators Renovation.

**AMOUNT OF MONEY AND SOURCE:**

\$121,781.76 – 9916-909720-9197-000000-200001

**BACKGROUND/EXPLANATION:**

As of February 22, 2021, Nichols Contracting, Inc. has completed 100% of all work for GS 15838. The City agreed to a Final Release of Retainage in the amount of \$121,781.76 to the Contractor. Currently, the City is holding \$121,781.76 in retainage for the referenced project and wishes to release the total amount and has determined that its interests are fully protected by this release.

**MWBOO APPROVED THIS FINAL RELEASE OF RETAINAGE ON OCTOBER 8, 2021.**

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

(The Final Release of Retainage Agreement has been approved by the Law Department as to form and legal sufficiency.)

**AGENDA**

**BOARD OF ESTIMATES**

**10/27/2021**

Mayor's Office of Employment Development – Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an Agreement with the Historic East Baltimore Community Action Coalition, Inc. (HEBCAC). The period of the Agreement is July 1, 2021 through June 30, 2022, with an option to renew for one additional one-year period under the same terms and conditions, to be exercised at the sole discretion of the City.

**AMOUNT OF MONEY AND SOURCE:**

\$600,000.00 - 1001-000000-6331-817305-603051

**BACKGROUND/EXPLANATION:**

Under the terms of this this Agreement, HEBCAC will provide comprehensive, integrated services through the Eastside Youth Opportunity (YO!) Center for at least 350 out-of-school youth, 18 – 24 years of age, who live in Baltimore City. The services include but are not limited to basic literacy, Pre-GED, GED prep, job readiness preparation, career skills training, employment connections, case management, and recreational and cultural activities.

The Agreement is late because additional time was necessary to reach a comprehensive understanding between the parties.

**MBE/WBE PARTICIPATION:**

Not applicable. This is a Professional Services Agreement

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

(The Agreement has been approved by the Law Department as to form and legal sufficiency.)

## AGENDA

**BOARD OF ESTIMATES**

**10/27/2021**

Department of Transportation – Traffic Mitigation Agreement

### **ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Traffic Mitigation Agreement with Park West Health Systems, Inc. The period of the agreement is effective upon Board approval, and termination will be deemed in writing by the Department.

### **AMOUNT OF MONEY AND SOURCE:**

\$8,000.00 - 9950-907074-9512-000000-490375 - Revenue

### **BACKGROUND/EXPLANATION:**

Baltimore City Ordinance 11-529 was approved on May 9, 2012. It was determined that a Traffic Mitigation Fee was required for the Development.

The Developer proposes to perform the Scope of Work for the Park West Medical Expansion at 3319 W. Belvedere Avenue (Ward 27, Section 21, Block 4580, Lot 003), constructing an addition to the Park West Medical Center of 15,375 square feet of health care facility.

The Developer agrees to make a one-time contribution in the amount of \$8,000.00 to fund the City's multimodal transportation improvements in the Development vicinity to the extent practicable.

(The Traffic Mitigation Agreement has been approved by the Law Department as to form and legal sufficiency.)

**AGENDA**

**BOARD OF ESTIMATES**

**10/27/2021**

Department of Transportation (DOT) – Developers’ Agreements

The Board is requested to approve and authorize execution of the various Developers’ Agreements.

	<b><u>DEVELOPER</u></b>	<b><u>NO.</u></b>	<b><u>AMOUNT</u></b>
1.	<b>THE JOHNS HOPKINS HOSPITAL</b>	<b>1687</b>	<b>\$158,289.00</b>

The Johns Hopkins Hospital would like to construct various utilities, including water, storm drain, and sanitary, to its property located at 1700 E. Monument Street. This agreement will allow the organization to do its own installation in accordance with Baltimore City Standards.

A Performance Bond in the amount of \$158,289.00 has been issued to The Johns Hopkins Hospital, which assumes 100% of the financial responsibility.

2.	<b>BELL FOUNDRY LLC</b>	<b>1745</b>	<b>\$ 49,416.50</b>
----	-------------------------	-------------	---------------------

Bell Foundry LLC desires to provide water improvements to support a new residential development at 1539 North Calvert Street. This agreement will allow the organization to do its own installation in accordance with Baltimore City Standards.

A Performance Bond in the amount of \$49,416.50 has been issued to Bell Foundry LLC, which assumes 100% of the financial responsibility.

**MBE/WBE PARTICIPATION:**

City funds will not be utilized for the projects. Therefore, MBE/WBE participation is not applicable.

(The Developers’ Agreements have been approved by the Law Department as to form and legal sufficiency.)

**AGENDA**

**BOARD OF ESTIMATES**

**10/27/2021**

Department of Transportation – Minor Privilege Permit Applications

The Board is requested to approve the following applications for a Minor Privilege Permit. The applications are in order as to the Minor Privilege Regulations of the Board and the Building Regulations of Baltimore City.

	<b><u>LOCATION</u></b>	<b><u>APPLICANT</u></b>	<b><u>PRIVILEGE/SIZE</u></b>
1.	1500-1510 Decatur Street	1301 East Fort Avenue, LLC	Six Sets of Steps 1.17' x 13' each
	Flat charge: \$211.20		
2.	1501-1511 Lowman Street	1301 East Fort Avenue, LLC	Six Sets of Steps 1.08' x 6' each
	Flat charge: \$211.20		
3.	2219 Maryland Avenue	Avis Real Estate, LLC	ADA Ramp 25'2" x 4'8"
	Flat charge: \$25.00		
4.	1301-1303 E. Fort Avenue	NVR, LLC	Two Sets of Steps 6' x 1.01' each
	Flat charge: \$70.40		

Since no protests were received, there are no objections to approval.

**AGENDA**

**BOARD OF ESTIMATES**

**10/27/2021**

Mayor's Office of Neighborhood – Grant Adjustment Notice  
Safety and Engagement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the various Grant Adjustment Notices (GANs) 5-8 for the Project Safe Neighborhood grant from the Governor's Office of Crime Control and Prevention (GOCCP). This no cost extension extends the original award that was granted in February 2020 through September 30, 2022.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

On February 27, 2020, the Governor's Office of Crime Control and Prevention (GOCCP) informed the Mayor's Office of Criminal Justice (MOCJ) of a grant award of \$561,044.00 from October 1, 2019 through September 30, 2020, for the Project Safe Neighborhoods program.

On July 15, 2020, the Board approved GANs 1-4. Within this approval, GAN #3 extended the end time from September 30, 2020 until September 30, 2021, and GAN #4 increased funding by \$63,428.00 bringing the total funding to \$624,472.00.

GAN #5 changed the project director from Heartberg to Pearson.

GAN #6 changed the project director from Pearson to Sherod and the Fiscal Officer from Ekpa to Young.

GAN #7 granted a No Cost Extension by GOCCP on June 8, 2021, for the Project Safe Neighborhood Program.

GAN #8 is a budget reallocation specifically naming a training institute for \$66,879.00.

**MBE/WBE PARTICIPATION:**

N/A

**AUDITS REVIEWED AND HAD NO OBJECTION.**

**AGENDA**

**BOARD OF ESTIMATES**

**10/27/2021**

Department of Public Works/Office – Right-of-Way Agreement of Engineering and Construction

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Right-of-Way Agreement with the Housing Authority of Baltimore City. The period of the agreement is effective upon Board approval and will remain in effect so long as Bioretention Facilities are located on the property and maintained by the Department of Public Works, its successors, and assigns, or unless the property is sold or otherwise disposed of by the Housing Authority of Baltimore City, or unless the Agreement is terminated by an instrument executed by the parties hereto.

**AMOUNT OF MONEY AND SOURCE:**

\$1.00 – 9958-911429-9525-900020-703032

**BACKGROUND/EXPLANATION:**

In order to comply with the US Clean Water Act MS4 NPDES Permit # 11-DP-3315 MD0068292, the Department of Public Works/Office of Engineering and Construction is required to install and maintain Bioretention Facilities, which have been designed and are located as shown on plats prepared by the Department of Transportation, Department of Public Works/Office of Engineering and Construction dated January 20, 2020. The facilities are designated as DPW Environmental Restoration Project 11 ER4060, which is a part of the bundle of projects under ER4127.

The Department will construct five Bioretention Facilities on the property without prior written approval from the Housing Authority of Baltimore City.

(The Right-of-Way Agreement has been approved by the Law Department as to form and legal sufficiency.)

**AGENDA**

**BOARD OF ESTIMATES**

**10/27/2021**

Department of Public Works/Office – cont'd  
of Engineering and Construction

**TRANSFER OF FUNDS**

<b><u>AMOUNT</u></b>	<b><u>FROM ACCOUNT</u></b>	<b><u>TO ACCOUNT</u></b>
<b>\$100,000.00</b> Stormwater Utility Funds	9958-936004-9526 Small Stormwater BMP	9958-911429-9525 Stormwater Utility Funds

The transfer will provide funds to cover costs for the ER 4127 bundle, which includes specific sites within Baltimore City’s Cherry Hill Homes for the potential to implement Best Management Practices to meet or exceed 13.8 acres of impervious area treatment goal and prepare biddable documents for each of the following projects: ER 4056 Environmental Site Design Project, ER 4508 Environmental Site Design Project and ER 4060 Environmental Site Design Project.

(In accordance with Charter requirements, a report has been requested from the Planning Commission, the Director of Finance having reported favorably thereon.)

**AGENDA**

**BOARD OF ESTIMATES**

**10/27/2021**

Department of Public Works/Office of Engineering and Construction (DPW) – Task Assignment

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the assignment of Task 005 with Dewberry Engineers, Inc., under Project No. 1267D, On-Call Water Design and Engineering Services. The duration of this task is approximately 19 months.

**AMOUNT OF MONEY AND SOURCE:**

\$214,361.52 – Wastewater Revenue Bonds (86.0%)  
34,896.05 – Baltimore County (14.0%)  
**\$249,257.57** – 9960-904978-9557-900020-703032

**BACKGROUND/EXPLANATION:**

The Office of Engineering & Construction is requesting Dewberry Engineers, Inc. to provide On-Call Water Design and Engineering Services for various water main appurtenances projects. The services may also include planning, design for rehabilitation, and construction phase services related to evaluation, assessment, and inspection as well as repairs, maintenance, and new construction for the improvements to City water system. The original agreement will expire on January 18, 2023. This task was requested by the Department.

**MBE/WBE PARTICIPATION:**

The Vendor will comply with Article 5, Subtitle 28 of the Baltimore City Code and the MBE and WBE goals assigned to the original agreement, which are:

**MBE:** 32.0%

**WBE:** 13.3%

**THE EAR WAS APPROVED BY MWBOO ON SEPTEMBER 20, 2021.**

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND FOUND THE BASIS FOR COMPENSATION CONSISTENT WITH CITY POLICY.**

**AGENDA**

**BOARD OF ESTIMATES**

**10/27/2021**

Department of Public Works/Office – Amendment No. 2 to On-Call Agreement of Engineering and Construction

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of Amendment No. 2 to On-Call Agreement with Hazen & Sawyer, PC. under Project 1804, Project and Construction Management Assistance. This Amendment No. 2 will increase the duration time of the contract by one year for a total contract duration time of six years. The current expiration date is October 23, 2023, and the new expiration date is October 23, 2024. This amendment is within the original scope of work and was requested by the Agency.

**AMOUNT OF MONEY AND SOURCE:**

\$0.00 No funds are requested at this time.

This is an increase of the upset limit from \$5,500,000.00 to \$6,500,000.00.

**BACKGROUND/ EXPLANATION:**

On October 23, 2018, the Board approved the original agreement, which expires on October 23, 2023.

Hazen & Sawyer, PC., will assist the Construction Management Section with construction monitoring and inspection, preparation of daily reports, maintenance of project records and documentation, review of contractor's application for payment, attendance at progress meetings, preparation of record drawings, review of contract claims and supports, estimating, scheduling, project engineering, constructability reviews, submittal reviews and responses, Request for Information reviews and responses, and construction contract administrative support.

**MBE/WBE PARTICIPATION:**

The Vendor will continue to comply with Article 5, Subtitle 28 of the Baltimore City Code and the MBE and WBE goals established in the original agreement, which are:

**MBE:** 29%

**WBE:** 10%.

The current MBE and WBE attainment are 28% and 10%, respectively.

**AUDITS NOTED THE TIME EXTENSION AND INCREASED IN UPSET LIMIT AND WILL REVIEW THE TASK ASSIGNMENTS.**

(The Amendment No. 2. to On-Call Agreement has been approved by the Law Department as to form and legal sufficiency.)

**AGENDA**

**BOARD OF ESTIMATES**

**10/27/2021**

Department of Public Works/Office of Engineering and Construction (DPW)

– Amendment No. 3 to Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of Amendment No. 3 to Agreement (Amendment) with Johnson, Mirmiran & Thompson, Inc. (JMT) under SC No. 982, Design of Eastern Avenue Pumping Station Rehabilitation. This Amendment will extend the period of the Agreement through November 30, 2022. The current expiration date is November 30, 2021. The amendment is within the original scope of work and was requested by the Agency.

**AMOUNT OF MONEY AND SOURCE:**

\$0.00

**BACKGROUND/EXPLANATION:**

The Office of Engineering & Construction is requesting the JMT to continue providing engineering services under SC 982. The time extension is needed for the JMT to complete the design and preparation of bid-ready documents, securing all the necessary permits, and providing bid phase services.

**MBE/WBE PARTICIPATION:**

The Vendor will continue to comply with Article 5, Subtitle 28 of the Baltimore City Code and the MBE and WBE goals assigned to the original agreement, which are:

**MBE:** 27%

**WBE:** 10%.

The current goals are:

**MBE:** 29.06%

**WBE:** 10.99%

**THE EAR WAS APPROVED BY MWBOO ON SEPTEMBER 13, 2021.**

**AUDITS NOTED THE TIME EXTENSION.**

(The Amendment No. 3 to Agreement has been approved by the Law Department as to form and legal sufficiency.)

**AGENDA**

**BOARD OF ESTIMATES**

**10/27/2021**

Department of Public Works/  
Office of Engineering & Construction

– Final Release of Retainage Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Full Release of Retainage Agreement with AM Liner East, Inc. under Sanitary Contract No. 962R-Improvements to the Sanitary Sewers in the Southeast Area.

**AMOUNT OF MONEY AND SOURCE:**

\$459,779.20 – 9956-907575-9551-000000-200001

**BACKGROUND/EXPLANATION:**

As of January 10, 2020, AM Liner East, Inc. has completed all punch list items for Sanitary Contract No. 962R. The Contractor has requested a full release of retainage for \$459,779.20. Currently, the City is holding \$459,779.20 in retainage for the referenced project, and the contractor is requesting to reduce the amount of Retainage to \$0.00. The Office requests the release of the total amount and has determined that the City's interests are fully protected by this release.

**MBE/WBE PARTICIPATION:**

**THIS IS A STATE-FUNDED PROJECT MWBOO SIGNATURE NOT REQUIRED.**

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

(The Final Release of Retainage Agreement has been approved by the Law Department as to form and legal sufficiency.)

**EXTRA WORK ORDER**

\* \* \* \* \*

The Board is requested to approve  
the Extra Work Order  
as listed on the following pages:

60 - 61

The EWO has been reviewed and approved  
by the Department of  
Audits, CORC, and MWBOO  
unless otherwise indicated.

**AGENDA**

**BOARD OF ESTIMATES**

**10/27/2021**

**EXTRA WORK ORDER**

Contract Awd. Amt.	Prev. Apprvd. Extra Work	Contractor	Time Ext.	% Compl.
-----------------------	-----------------------------	------------	--------------	-------------

Department of Public Works/Office of Engineering  
& Construction (Office of Eng. & Constr.)

1. EWO #003, \$0.00 – SC 966, Cleaning and Inspection of Sanitary Sewers at Various Locations in Baltimore City—Zone A

\$2,743,638.50	\$1,877,315.00	Mobile Dredging & Video Pipe, Inc.	18 Mths.	85%
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The current construction completion date was July 4, 2021. The new construction completion date is January 4, 2023. This extra work order is within the original scope of work and was requested by the Agency.

The Office of Engineering & Construction is requesting the Board to approve an 18-month non-compensable time extension to the contract, which is required to continue essential services related to sanitary sewer system inspections and to make up lost time due to COVID-19 related temporary work restrictions, while a new replacement contract is bid out and awarded in the coming months.

This project is necessary for the Department to be able to inspect and clean sanitary sewer lines in the Baltimore Wastewater Collection System, which is mostly driven by the requirement of the Modified Consent Decree. The proposed time extension will allow the work to continue uninterrupted. All other terms and conditions of the contract will remain unchanged, in full force and effect. The Certificate of Completion form will not be completed until a scheduled time after final payment, and final completion has been given by the Agency.

The Vendor will continue to comply with Article 5, Subtitle 28 of the Baltimore City Code and the MBE and WBE goals assigned to the original agreement, which are:

**MBE: 16%**

**WBE: 5.9%**

**AGENDA**

**BOARD OF ESTIMATES**

**10/27/2021**

**EXTRA WORK ORDER**

<u>Contract</u>	<u>Prev. Apprvd.</u>	<u>Contractor</u>	<u>Time</u>	<u>%</u>
<u>Awd. Amt.</u>	<u>Extra Work</u>		<u>Ext.</u>	<u>Compl.</u>

Department of Public Works/Office of Engineering – cont'd  
& Construction (Office of Eng. & Constr.)

The current status of the goals are:

**MBE: 14.5%**

**WBE: 14.1%**

**THE EAR WAS APPROVED BY MWBOO ON JUNE 23, 2021.**

## AGENDA

### BOARD OF ESTIMATES

10/27/2021

Office of the Comptroller – Draft Board of Estimates Regulations

#### **ACTION REQUESTED OF B/E:**

The Board is requested to approve a draft of the Board of Estimates Regulations. The draft Regulations, once adopted in final form, will function similarly to by-laws for the Board.

#### **AMOUNT OF MONEY AND SOURCE:**

N/A

#### **BACKGROUND/EXPLANATION:**

In January 2021, the Comptroller began a collaborative process, in partnership with the other members of the Board of Estimates, to develop Regulations to govern the operations of the Board. The draft Regulations submitted to the Board for approval address, among other matters, the number of times the Board will meet each month, procedures for noting and requesting deferrals, provisions for calling special meetings, and processes for accommodating requests by members of the public to speak at meetings.

After the Board approves the draft regulations, they will be published for 30 days as required under the City's Administrative Procedure Act to allow the public to submit comments on the draft. They will be published online at the Law Department's "Proposed Agency Regulations" page at <https://law.baltimorecity.gov/proposed-regs>. They will then be submitted to the Board of Estimates in final form before taking effect.

#### **MBE/WBE PARTICIPATION:**

N/A

**AGENDA**

**BOARD OF ESTIMATES**

**10/27/2021**

Office of the Comptroller – Revised Meeting Schedule for 2021 and 2022

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and **ADOPT** the Board of Estimates' Meeting Schedule for the remainder of 2021 and calendar year 2022.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

The schedule submitted for approval makes two revisions to the Board of Estimates' meeting calendar for 2021, by creating recess dates on November 10<sup>th</sup> and December 2<sup>nd</sup>, 2021. It also establishes the Board meeting dates for calendar year 2022.

In January 2022, the Board will move to a schedule of meeting twice a month except in June and December.

**MBE/WBE PARTICIPATION:**

N/A

# AGENDA

## BOARD OF ESTIMATES

10/27/2021

### Office of the Comptroller – cont'd

Board of Estimates		
SCHEDULE : BOE 2022 and Revised 2021 Dates		
<b>Two Meetings Per Month/ Six-month transition to a Two-Week Advance Submission Deadline Effective July 1, 2022</b>		
<b>Tuesday 12 NOON DEADLINE to boesubmissions@baltimorecity.gov</b>		
<b>1st and 3rd Wednesdays Monthly</b>		
SUBMISSION DEADLINE (1 week in advance of meeting)	BOARD OF ESTIMATES MEETING DATE	SCHEDULE ADJUSTMENTS HIGHLIGHTED
<b>CALENDAR YEAR 2021</b>		
<b>BOE will be in RECESS 11/10/21</b>		
November 2, 2021	11/17/2021	
November 16, 2021	11/24/2021	
<b>BOE will be in RECESS 12/1/2021</b>		
November 30, 2021	December 8, 2021	
December 7, 2021	December 15, 2021	
December 14, 2021	December 22, 2021	
<b>Board will be in RECESS on 12/29/21</b>		
<b>CALENDAR YEAR 2022</b>		
<b>December 21, 2021</b>	January 5, 2022	(Early deadline due to holidays)
January 11, 2022	January 19, 2022	
January 25, 2022	February 2, 2022	
February 8, 2022	February 16, 2022	
February 22, 2022	March 2, 2022	
March 8, 2022	March 16, 2022	
March 29, 2022	April 6, 2022	
April 12, 2022	April 20, 2022	
April 26, 2022	May 4, 2022	
May 10, 2022	May 18, 2022	
May 31, 2022	June 1, 2022	
June 7, 2022	June 15, 2022	
June 14, 2022	June 22, 2022	(Added to support fiscal year end transaction volume)
June 21, 2022	June 29, 2022	(Added to support fiscal year end transaction volume)
<b>SUBMISSION DEADLINE CHANGE (2 weeks in advance)</b>		
<b>BOE will be in recess on 7/6/2022</b>		
July 5, 2022	July 20, 2022	(Recess to allow adjustment to new submission deadlines)
July 19, 2022	August 3, 2022	
<b>BOE will be in recess 8/17/2022</b>		
August 9, 2021	August 24, 2022	(Adjusted to 4th Wed to accommodate MACO Conference)
August 23, 2022	September 7, 2022	
September 6, 2022	September 21, 2022	
September 20, 2022	October 5, 2022	
October 4, 2022	October 19, 2022	
October 18, 2022	November 2, 2022	
November 1, 2022	November 16, 2022	
November 22, 2022	December 7, 2022	
November 29, 2022	December 14, 2022	(Added to support calendar year end transaction volume)
December 6, 2022	December 21, 2022	
December 20, 2022	January 4, 2023	
26 total scheduled meetings 2022		

## AGENDA

**BOARD OF ESTIMATES**

**10/27/2021**

Department of Law – Settlement Agreement and Release

### **ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Settlement Agreement and Release for a litigation action brought by Marie Duffy against the Mayor and City Council of Baltimore. Plaintiff alleges that a sidewalk crack caused her to trip and fall, causing serious injuries.

### **AMOUNT OF MONEY AND SOURCE:**

\$95,000.00 – 2044-000000-1450-703800-603070

### **BACKGROUND/EXPLANATION:**

On March 30, 2017, Plaintiff was walking to the Baltimore Convention Center. As she was walking, she tripped and fell when her foot was caught in a sidewalk crack adjacent to the Baltimore Convention Center. Plaintiff suffered serious injuries, including cuts to her face and lip, a chipped tooth, a broken nose, and, most significantly, ligament tears in both her knees for which she had surgeries and subsequent physical therapy.

In order to resolve this litigation economically and to avoid the expense, time, and uncertainties of further protracted litigation, the parties have agreed to offer Plaintiff payment of \$95,000.00, for complete settlement of the case, including attorney's fees. In return, Plaintiff has agreed to dismiss against the City and its employees, agents and representatives. Based on a review by the Settlement Committee of the Law Department, a recommendation to settle is made to the Board to approve the settlement of this case to avoid a potential adverse jury verdict.

### **APPROVED FOR FUNDS BY FINANCE**

(The Settlement Agreement and Release has been approved by the Law Department as to form and legal sufficiency.)

**AGENDA**

**BOARD OF ESTIMATES**

**10/27/2021**

**INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS**

<b><u>VENDOR</u></b>	<b><u>AMOUNT OF AWARD</u></b>	<b><u>AWARD BASIS</u></b>
----------------------	-------------------------------	---------------------------

Bureau of Procurement

- |   |         |         |
|---|---------|---------|
| 1. F & F AND JACOBS & SONS, INC.  | \$ 0.00 | Renewal |
| Contract No. B50004455 – Provide Dress and Work Uniform – Baltimore City Sheriff’s Office – P.O. No.: P535616 |         |         |

On May 18, 2016, the Board approved the initial award in the amount of \$240,000.00. The award contained four 1-year renewal options. Subsequent actions have been approved. This is the final renewal of this contract with F&F and Jacobs & Sons, Inc. The Vendor is responsible for measuring, fitting, and delivery of new uniforms for each employee within the Sheriff’s Office on an as-needed basis. The period of the renewal is June 1, 2021 through May 31, 2022. The above amount is the City’s estimated requirement.

**MBE/WBE PARTICIPATION:**

On December 14, 2015, MWBOO determined that no goals would be set because of no opportunity to segment the contract.

**MWBOO GRANTED A WAIVER ON DECEMBER 17, 2015.**

- |  |                |         |
|--|----------------|---------|
| 2. POLYDYNE, INC.  | \$2,400,000.00 | Renewal |
| Contract No. B50005156 – Polymeric Flocculant for Centrifuge Dewatering for the Back-River Wastewater Treatment Plant – Department of Public Works – Wastewater Facilities – P.O. No.: P541941 |                |         |

On December 13, 2021, the Board approved the initial award in the amount of \$1,000,000.00. The award contained two 2-year renewal options. Subsequent actions have been approved. This final renewal in the amount of \$2,400,000.00 is for the period December 15, 2021 through December 14, 2023. The above amount is the City’s estimated requirement.

**MBE/WBE PARTICIPATION:**

On September 21, 2017, it was determined that no goal would be set because of no opportunity to segment the contract.

**MWBOO GRANTED A WAIVER ON SEPTEMBER 21, 2017.**

**AGENDA**

**BOARD OF ESTIMATES**

**10/27/2021**

**INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS**

<b><u>VENDOR</u></b>	<b><u>AMOUNT OF AWARD</u></b>	<b><u>AWARD BASIS</u></b>
----------------------	-------------------------------	---------------------------

Bureau of Procurement – cont'd

- |   |         |         |
|---|---------|---------|
| 3. WASTE EQUIPEMENT SALES<br>AND SERVICE, LLC   | \$ 0.00 | Renewal |
| Contract No. B50005874 – O.E.M. Parts and Service for Sterling Heavy Trucks –<br>Department of General Services – Fleet – P.O. No.: P549896 |         |         |

This meets the condition that there is no advantage in seeking competitive responses.

**STATEMENT OF PURPOSE AND RATIONALE FOR NON-COMPETITIVE PROCUREMENT**

On December 11, 2019, the Board approved the initial award in the amount of \$3,000,000.00. The award contained three 1-year renewal options. This first renewal in the amount of \$0.00 is for the period December 12, 2021 through December 11, 2022, with two 1-year renewal options remaining. The above amount is the City's estimated requirement.

**MBE/WBE PARTICIPATION:**

On July 23, 2019, MWBOO determined that no goals would be set because of no opportunity to segment the contract.

**MWBOO GRANTED A WAIVER ON JULY 23, 2019.**

- |   |             |         |
|---|-------------|---------|
| 4. TYRRELL TECH   | \$14,000.00 | Renewal |
| Contract No. B50006101 – Furnish and Deliver Roland Solvent Ink for Traffic Signs –<br>Department of Transportation – P.O. No.: P552791 |             |         |

This meets the condition that there is no advantage in seeking competitive responses.

**STATEMENT OF PURPOSE AND RATIONALE FOR NON-COMPETITIVE PROCUREMENT**

On October 23, 2020, the City Purchasing Agent approved the initial award in the

**AGENDA**

**BOARD OF ESTIMATES**

**10/27/2021**

**INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS**

<b><u>VENDOR</u></b>	<b><u>AMOUNT OF AWARD</u></b>	<b><u>AWARD BASIS</u></b>
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Bureau of Procurement – cont'd

amount of \$14,228.22. The award contained two 1-year renewal options. This first renewal in the amount of \$14,000.00 is for the period October 10, 2021 through October 10, 2022.

**MBE/WBE PARTICIPATION:**

The dollar amount is below the MWBOO threshold.

- |    |   |                     |                                 |
|----|---|---------------------|---------------------------------|
| 5. | <u>SHOTSPOTTER, INC.</u>  | <u>\$759,500.00</u> | <u>Ratification and Renewal</u> |
|    | <u>Contract No. 08000 – Shotspotter Annual Subscription Services – Mayor’s Office of Criminal Justice – Req. No.: R879222</u> |                     |                                 |

On April 4, 2018, the Board approved the initial award in the amount of \$860,000.00. The award contained four 1-year renewal options. Subsequent actions have been approved. The renewal and ratification will make the award amount \$3,129,000.00. The renewal of annual subscription services will provide continuation of proprietary and specialized gunshot detection technology and maintenance. The period of the ratification is July 12, 2021 through October 26, 2021. The period of the renewal is October 27, 2021 through July 11, 2022, with optional one-year renewals upon Board approval. The above amount is the City’s estimated requirement.

It is hereby certified that the above procurement is of such a nature that no advantage will result in seeking, nor would it be practicable to obtain, competitive bids. Therefore, pursuant to Article VI, Section 11 (e) (i) of the City Charter, the procurement of the goods, equipment and/or service is recommended.

**MBE/WBE PARTICIPATION:**

On April 4, 2018, no goals were set by MWBOO as this meets the requirements for a sole source procurement; however, the vendor has identified an opportunity for segmentation and has voluntarily entered into an agreement for electrical services. The 8% MBE participation goal on this contract was purely aspirational due to the sole source nature of the contract. ShotSpotter, Inc. was found compliant on September 23, 2019.

**AGENDA**

**BOARD OF ESTIMATES**

**10/27/2021**

**INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS**

<b><u>VENDOR</u></b>	<b><u>AMOUNT OF AWARD</u></b>	<b><u>AWARD BASIS</u></b>
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Bureau of Procurement – cont'd

<b>MBE:</b> Calmi Electrical Company, Inc.	8%	\$261,811.40	30.4%
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**WBE:** N/A

Participation goals on this contract were purely aspirational due to the sole source nature of the contract.

6. ATLANTIC TACTICAL, INC.                      \$600,000.00                      Increase  
Contract No. B50004162 – Ammunition of Police & Sheriff’s Departments – Baltimore Police Department (BCPD) & Sheriff’s Departments – P.O. No.: P532457

On August 12, 2015, the Board approved the initial award in the amount of \$350,000.00. The award contained two renewal options. Subsequent actions have been approved. This increase will provide additional funding to purchase ammunition needed by the BCPD. This increase will make the award amount \$2,825,000.00. The contract expires on August 10, 2022. The above amount is the City’s estimated requirement.

**MBE/WBE PARTICIPATION:**

On June 18, 2015, MWBOO determined that no goals would be set because of no opportunity to segment the contract.

**MWBOO GRANTED A WAIVER ON JUNE 18, 2015.**

7. CROVATO PRODUCTS  
AND SERVICES, LLC                      \$700,000.00                      Sole Source  
Contract No. 08000 – Chemicals for BG Automatic Transmission Machine, BG Automatic Transmission Flush and Refill Machine – Department of General Services – Fleet – Req. No.: R881392

This meets the condition that there is no advantage in seeking competitive responses.

**AGENDA**

**BOARD OF ESTIMATES**

**10/27/2021**

**INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS**

<b>VENDOR</b>	<b>AMOUNT OF AWARD</b>	<b>AWARD BASIS</b>
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Bureau of Procurement – cont'd

**STATEMENT OF PURPOSE AND RATIONALE FOR NON-COMPETITIVE PROCUREMENT**

Crovato Products and Services is the sole source Distributor of BG Products' chemistry and machinery in the Maryland, Washington, D.C., and Northern Virginia region. The period of the award is October 1, 2021 through September 30, 2024. The above amount is the City's estimated requirement.

It is hereby certified that the above procurement is of such a nature that no advantage will result in seeking, nor would it be practicable to obtain, competitive bids. Therefore, pursuant to Article VI, Section 11 (e) (i) of the City Charter, the procurement of the goods, equipment and/or service is recommended.

**MBE/WBE PARTICIPATION:**

Not applicable. This meets the requirement for certification as a sole source procurement as these commodities are only available from the distributor and are not available from subcontractors.

- |    |   |         |           |
|----|---|---------|-----------|
| 8. | SHANNON-BAUM SIGNS, INC.  | \$ 0.00 | Extension |
|    | Contract No. B50004386 – Decals & Striping – Department of General Services – Fleet – P.O. No.: P534281 |         |           |

This meets the condition that there is no advantage in seeking competitive responses.

**STATEMENT OF PURPOSE AND RATIONALE FOR NON-COMPETITIVE PROCUREMENT**

On January 20, 2016, the Board approved the initial award in the amount of \$250,000.00. The award contained two renewal options. Two renewals have been exercised. On January 13, 2021, the Board approved an extension in the amount

**AGENDA**

**BOARD OF ESTIMATES**

**10/27/2021**

**INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS**

<b><u>VENDOR</u></b>	<b><u>AMOUNT OF AWARD</u></b>	<b><u>AWARD BASIS</u></b>
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Bureau of Procurement – cont'd

of \$0.00. B50006380 is being processed to initiate the competitive bidding process to get a new contract awarded. This second extension in the amount of \$0.00 will allow agencies to source items covered by the existing contract. The period of the extension is November 1, 2021 through May 31, 2022. The contract expires on October 31, 2021. The above amount is the City's estimated requirement.

**MBE/WBE PARTICIPATION:**

On December 1, 2015, MWBOO determined that no goals would be set because of no opportunity to segment the contract.

**MWBOO GRANTED A WAIVER ON DECEMBER 1, 2015.**

- |   |                 |                |                  |
|---|-----------------|----------------|------------------|
| 9.  | <u>WEX BANK</u> | <u>\$ 0.00</u> | <u>Extension</u> |
| <u>Contract No. B50002878 – Fleet Fuel Credit Card Service – Department of General Services – Fleet – P.O. No.: P523988</u> |                 |                |                  |

This meets the condition that there is no advantage in seeking competitive responses.

**STATEMENT OF PURPOSE AND RATIONALE FOR NON-COMPETITIVE PROCUREMENT**

On June 26, 2013, the Board approved the initial award in the amount of \$1,500,000.00. The award contained two renewal options. Subsequent actions have been approved and two renewals have been exercised. This extension is necessary to continue services while a new agreement can be drafted. The contract expired on August 12, 2021. The period of the extension is August 12, 2021 through March 31, 2022. The above amount is the City's estimated requirement.

**MBE/WBE PARTICIPATION:**

On March 21, 2013, MWBOO determined that no goals would be set as there is no opportunity to segment the contract.

**MWBOO GRANTED A WAIVER ON MARCH 21, 2013.**

**AGENDA**

**BOARD OF ESTIMATES**

**10/27/2021**

**INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS**

<b><u>VENDOR</u></b>	<b><u>AMOUNT OF AWARD</u></b>	<b><u>AWARD BASIS</u></b>
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Bureau of Procurement – cont'd

- |  |                     |                  |
|--|---------------------|------------------|
| 10. <u>ZAYO GROUP, LLC</u>   | <u>\$175,000.00</u> | <u>Extension</u> |
| Contract No. 06000 – Ethernet and Internet Protocol Master Service Agreement – Baltimore City Office of Information Technology – P.O. No.: P545977 |                     |                  |

On November 14, 2018, the Board approved the initial award in the amount of \$367,200.00. An extension is being requested to continue internet services. The vendor is one of two Internet Service Providers used for internet access for the City of Baltimore due to their integration with the City's fiber network. These two ISPs are setup as critical redundant failover connections. The period of the extension is November 14, 2021 through November 13, 2022.

It is hereby certified that the above procurement is of such a nature that no advantage will result in seeking, nor would it be practicable to obtain, competitive bids. Therefore, pursuant to Article VI, Section 11 (e) (i) of the City Charter, the procurement of the goods, equipment and/or service is recommended.

**MBE/WBE PARTICIPATION:**

On November 1, 2018, MWBOO approved a waiver of goals.

**MWBOO GRANTED A WAIVER ON NOVEMBER 1, 2018.**

- |  |                     |                  |
|--|---------------------|------------------|
| 11. <u>ONSOLVE, LLC f/k/a EMERGENCY COMMUNICATIONS NETWORK, LLC</u>  | <u>\$100,000.00</u> | <u>Extension</u> |
| Contract No. B50004718 – Citywide Mass Notification System – Baltimore Fire Department – P.O. No.: P537751 |                     |                  |

On November 30, 2016, the Board approved the initial award in the amount of \$447,500.00. The award contained two renewal options. Subsequent actions have been approved. This extension is necessary to continue citywide mass notification services while a new Solicitation B50006262 is released and awarded. The contract expires on November 29, 2021. The period of the extension is November 30, 2021 through May 29, 2022. The above amount is the City's estimated requirement.

AGENDA

BOARD OF ESTIMATES

10/27/2021

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

<u>VENDOR</u>	<u>AMOUNT OF AWARD</u>	<u>AWARD BASIS</u>
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Bureau of Procurement – cont'd

**MBE/WBE PARTICIPATION:**

On August 1, 2016, it was determined that no goals would be set because of no opportunity to segment the contract.

**MWBOO GRANTED A WAIVER ON AUGUST 1, 2016.**

- |                                  |                      |                  |
|----------------------------------|----------------------|------------------|
| 12. <u>MICROSOFT CORPORATION</u> | <u>\$ 175,840.00</u> | <u>Agreement</u> |
|----------------------------------|----------------------|------------------|
- Contract No. 06000 – Master Services Agreement Number U6051173 – Baltimore City Office of Information and Technology – P.O. No.: P528315

The Board is requested to approve and authorize execution of an Agreement with Microsoft Corporation. The period of the agreement is retroactive from July 31, 2021 through September 22, 2022.

On July 30, 2014, the Board approved the initial award in the amount of \$690,252.00. Subsequent actions have been approved. This agreement will provide for the continuation of software maintenance, and technical support services required through the Premier Support option while a new agreement with Microsoft Corporation is established. The above amount is the City's estimated requirement.

It is hereby certified that the above procurement is of such a nature that no advantage will result in seeking, nor would it be practicable to obtain, competitive bids. Therefore, pursuant to Article VI, Section 11 (e) (i) of the City Charter, the procurement of the equipment and/or service is recommended.



**AGENDA**

**BOARD OF ESTIMATES**

**10/27/2021**

**INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS**

<b>VENDOR</b>	<b>AMOUNT OF AWARD</b>	<b>AWARD BASIS</b>
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Bureau of Procurement – cont'd

13. **APPLIED TECHNOLOGY SERVICES**

BUSINESS SERVICES  
DIGICON CORPORATION  
BREKFORD CORPORATION  
DALY COMPUTERS, INC.  
EN-NET SERVICES, LLC  
THE LUCILLE MAUD CORP.  
USC/CANTERBURY CORP.  
STAR COMPUTER SUPPLY, LLC

	<b>\$5,000,000.00</b>	<b>Increase and Extension</b>
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Contract No. B50004091 – Computer Desktops, Laptops, and Tablets – Baltimore City Office of Information and Technology - P.O. Nos.: P534889, P534893, P534892, P534422, P534420, P534419, P534408, P534031 and P534030

On October 28, 2015, the Board approved the initial award in the amount of \$20,000,000.00. The award contained three renewal options. Subsequent actions have been approved and all renewals have been exercised. Due to the global component shortages substantially driving up computer costs, the current market is not advantageous for the City to advertise bids to establish new contracts for personal computer hardware. The requested extension will ensure the necessary provision of computer desktops, laptops, and tablets, for various end user agencies. This increase in the amount of \$5,000,000.00 will make the award amount \$30,000,000.00. The period of the extension is October 28, 2021 through October 27, 2022.

**MBE/WBE PARTICIPATION:**

On June 5, 2015, MWBOO determined that no goals would be set because of no opportunity to segment the contract.

**MWBOO GRANTED A WAIVER ON JUNE 3, 2015.**

**AGENDA**

**BOARD OF ESTIMATES**

**10/27/2021**

Bureau of Procurement – Pay Confirming Invoices

**ACTION REQUESTED OF B/E:**

The Board is requested to approve payment of outstanding invoices incurred after expiration of Contract No. 08000 – Maintenance, Service, Repairs and Supplies and Equipment, P.O. No.: P545034, to Lytx, Inc. – Baltimore City Fire Department – Req. No. R876022. The contract expired on June 30, 2021.

**AMOUNT OF MONEY AND SOURCE:**

\$30,080.80 – 1001-000000-2142-229400-604009

**BACKGROUND/EXPLANATION:**

The requested action is an approval to pay an outstanding invoice for shipment received without a valid contract. The vendor provided Lytx DriveCam equipment used in BCFD vehicles to monitor driving. Units are required in all suppression and EMS units as a safety feature. The Contract No. 08000 – Maintenance, Services, Repairs and Supplies and Equipment for the drive cam system – P.O. No. 545034 expired on June 30, 2021. Authority is requested to pay the outstanding invoice incurred without a valid contract.

It is hereby certified that the above procurement is of such a nature that no advantage will result in seeking, nor would it be practical to obtain competitive bids. Therefore, pursuant to Article VI, Section 11 (e) (i) of the City Charter, payment of the invoice is recommended.

**MBE/WBE PARTICIPATION:**

Not Applicable. Confirming invoice.

**APPROVED FOR FUNDS BY FINANCE**

**PERSONNEL MATTERS**

\* \* \* \* \*

The Board is requested to approve  
all of the Personnel matters  
listed on the following pages:

78 - 90

All of the Personnel matters have been approved  
by the EXPENDITURE CONTROL COMMITTEE.

All of the contracts have been approved  
by the Law Department as to form and legal sufficiency.

**AGENDA**

**BOARD OF ESTIMATES**

**10/27/2021**

**PERSONNEL**

	<u>Hourly Rate</u>	<u>Amount</u>
<u>Baltimore City Office of Information and Technology</u>		
1. <b>DOUGLAS WILDER</b>	\$35.00 for 2,200 hours	<b>\$77,000.00</b>
2. <b>DARION MORTLEY</b>	\$30.00 for 2,200 hours	<b>\$66,000.00</b>

Account: 1001-000000-1474-719900-601009

Mesers. Wilder and Mortley will work as a Contract Services Specialist II. They will be responsible for monitoring the service desk ticket queue and assisting with all aspects of technical support via phone, chat, email, or in-person; creating, updating, and resolving new tickets as necessary during communications with end-users; determining the best solution based on the issue and details provided by customers; installing and testing hardware and peripheral components; loading appropriate software packages such as operating systems, networking components and office applications; developing/configuring agency specific software; isolating and diagnosing common hardware/software problems; maintaining records of software/hardware repairs and fixes for future reference; updating procedures within assigned tickets and/or on SharePoint; communicating daily with users; documenting updates, troubleshooting steps, changes, improvements, and resolutions within assigned tickets and the ability to work with other IT professionals as needed for product/application support. The period of the agreement is effective upon Board approval for one year or November 1, 2021, whichever comes later.

3. <b>JOHN LAMB</b>	\$28.85 for 2,200 hours	<b>\$63,470.00</b>
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Account: 1001-000000-1474-719900-601009

Mr. Lamb will work as Contract Services Specialist II. He will be responsible for serving as a point of contact for customers seeking technical assistance via phone, chat, email, or in-person; providing immediate on-demand technical support for VIP users, e.g., Comptroller, Mayor, etc. relating to system, performance, and availability; monitoring the Desktop Support ticket queue, resolving tickets; resolving problems and/or requests; installing, configuring and maintaining all PC

**AGENDA**

**BOARD OF ESTIMATES**

**10/27/2021**

**PERSONNEL**

Hourly Rate

Amount

Baltimore City Office of Information and Technology – cont'd

related hardware and systems, including troubleshooting and diagnosing network problems. He will also be responsible for PC updates & standard software; troubleshooting Web browsers and basic network connectivity; configuring Laptops and Desktops for various agencies depending on their needs; troubleshooting failed hardware and peripherals on computer equipment; working with management, end-users, and vendors to warranty or replace failed hardware; installing and testing hardware and peripheral components; loading appropriate software packages such as operating systems, networking components and office applications; providing customization and adaptation of existing programs that meet users' requirements. The period of the agreement is effective upon Board approval for one year or November 1, 2021, whichever comes later.

4. Reclassify the following three positions:

Position Nos. 53990, 53994 and 53990

From

Classification: New Position  
Job Code: 90000  
Grade: 900 (\$1.00 - \$204,000.00)

To:

Classification: IT Project Manager (BCIT)  
Job Code: 10187  
Grade: 939 (\$91,536.00 - \$150,850.00)

Cost: \$36,421.00 – 1001-000000-1474-719900-601001

These positions are to be considered Positions of Trust in accordance with the policy outlined in the Administrative Manual, Section 200-4.

Baltimore City Circuit Court

5.	<b>EVAN BOWMAN</b>	\$33.51 for 1,826.00 hours	<b>\$61,189.26</b>
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**AGENDA**

**BOARD OF ESTIMATES**

**10/27/2021**

**PERSONNEL**

Hourly Rate

Amount

Baltimore City Circuit Court – cont’d

Account: 5000-544422-1100-117001-601009

Mr. Bowman will work as a Contract Services Specialist II. He will be responsible for reviewing motions and making recommendations in a wide variety of civil non-domestic cases; performing legal research as requested by either the Masters or Judges; drafting opinions and orders; training and supervising other employees in the office, including paralegals, legal assistants, and academic interns; preparing for meetings with the Bar concerning cases; preparing for and assisting with redemption hearings and status conferences in tax sales cases and being on-call for the Judges during their hearings should they require assistance. The period of the agreement is effective upon Board approval for one year or October 27, 2021, whichever comes later.

6. Create the following new Non-Civil Service Class:

Classification: Council Assistant - Hourly  
Job Code: 00836  
Grade: 804 (\$20.00 - \$26.00)  
Position Nos.: To be determined by BBMR

Cost: There are no costs associated with this action.

These positions are to be considered Positions of Trust in accordance with the policy outlined in the Administrative Manual, Section 200-4.

City Council

7. Create the following new Non-Civil Service Class:

Classification: Executive Assistant - Hourly  
Job Code: 00706  
Grade: 803 (\$11.75 - \$25.56)  
Position Nos.: To be determined by BBMR

Cost: There are no costs associated with this action.

**AGENDA**

**BOARD OF ESTIMATES**

**10/27/2021**

**PERSONNEL**

City Council – cont'd

These positions are to be considered Positions of Trust in accordance with the policy outlined in the Administrative Manual, Section 200-4.

Civil Rights and Equity

8. Create the following new classification:

Classification: Equity Officer  
Job Code: 34600  
Grade: 927 (\$69,126.00-\$110,602.00)  
Position Nos.: To be determined by BBMR

Reclassify the following filled position:

From

Classification: Community Relations Representative  
Job Code: 84221  
Grade: 904 (\$51,286.00 - \$82,058.00)

To:

Classification: Equity Officer  
Job Code: 34600  
Grade: 927 (\$69,126.00 - \$110,602.00)

Cost: \$9,161.00 – 1001-000000-1562-171500-601010

This position is to be considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 200-4.

Comptroller's Office

9. Create the following new classification:

From

Classification: Fiscal Supervisor  
Job Code: 34424  
Grade: 923 (\$65,000.00 - \$104,246.00)  
Position No.: 52815

**AGENDA**

**BOARD OF ESTIMATES**

**10/27/2021**

**PERSONNEL**

Comptroller's Office – cont'd

To:

Classification: Chief of Fiscal Services I  
Job Code: 00070  
Grade: 931 (\$79,160.00 - \$126,544.00)

Cost: \$19,239.00 – 2039-000000-1330-158400-603018

This position is to be considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 200-4.

Health Department

10.	<b>PHYLLIS ZANDER</b>	\$22.50 for 1,040 hours	<b>\$ 23,400.00</b>
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Account: 4000-433922-3044-761500-601009

Ms. Zander will work as a Contract Services Specialist II. She will be responsible for scheduling and conducting community outreach programs for various programs including, but not limited to Benefits Checkup, Senior Health Insurance Program, preparing Benefits Checkup reports for seniors, and providing individualized counseling for participants and their families. The period of the agreement is effective upon Board approval through September 30, 2022.

Baltimore City Law Department

	<u>Hourly Rate</u>	<u>Amount</u>
11.	<b>JOHN P. MACHEN</b>	<b>\$78.75</b>  <b>\$163,800.00</b>

Account: 1001-000000-8620-807300-601009

Mr. Machen will continue to work as a Contract Services Specialist II. He will be responsible for providing advice to the Department of Finance and the Bureau of Revenue Collections relating to recordation taxes, transfer taxes, and yield taxes on documents submitted for recording in the Land Records of Baltimore City. The period of the agreement is effective upon Board approval for one year.

**AGENDA**

**BOARD OF ESTIMATES**

**10/27/2021**

**PERSONNEL**

	<u>Hourly Rate</u>	<u>Amount</u>
<u>Mayor's Office of Neighborhood Safety and Engagement (MONSE)</u>		
12. <b>DARNELL PENN</b>	\$20.00	<b>\$ 7,500.00</b>
Account: 4000-401418-2254-785400-601009		
13. <b>JASMYNE FORD</b>	\$20.00	<b>\$ 6,000.00</b>
Account: 4000-401418-2254-785400-601009		
14. <b>PATRICIA BARGER</b>	\$20.00	<b>\$ 7,500.00</b>
Account: 4000-401418-2254-785400-601009		
15. <b>TARSHEA SMITH</b>	\$20.00	<b>\$ 7,500.00</b>
Account: 4000-401418-2254-785400-601009		
16. <b>VALERIA FOSTER</b>	\$20.00	<b>\$ 7,500.00</b>
Account: 4000-401418-2254-785400-601009		
17. <b>WANDA ASHLEY</b>	\$20.00	<b>\$ 7,500.00</b>
Account: 4000-401418-2254-785400-601009		
18. <b>AKILAH MUHAMMED</b>	\$20.00	<b>\$ 7,500.00</b>
Account: 4000-401418-2254-785400-601009		

The above-listed individuals will each continue work as a Contract Services Specialist II. They will be responsible for observing visitation sessions between visiting parents and children for several families simultaneously, intervening as necessary during visits or exchanges to address any concerns that arise with parents and/or children, and keeping accurate and complete records of any safety concerns or potential problems that come up during a visitation session. They will also meet with parents and/or children before and after visits to check in with them and refer them to needed services or programs, maintain

**AGENDA**

**BOARD OF ESTIMATES**

**10/27/2021**

**PERSONNEL**

MONSE – cont'd

Hourly Rate

Amount

clear and consistent communication with the on-site supervisor, on-site police, other monitors, and volunteers whether by phone, email, or in person and coordinate the safety of visits by being available to accompany individuals wherever needed in and around the building. In addition, these individuals will maintain client files, maintain personal timesheets and invoices, discuss case progress and concerns with supervisors, as well as attend occasional meetings about case status and other center operational issues, comply with all Visitation Center policies and procedures, including confidentiality, safety, and mandated reporting procedures, and administrative and operational duties. This is the same hourly rate as in the previous contract period. The period of the agreement is effective upon Board approval for one year.

19. **ERIN CUNNINGHAM** \$30.00 **\$ 7,500.00**

Account: 4000-401418-2254-785400-601009

20. **ANN TINDALL** \$30.00 **\$12,000.00**

Account: 4000-401418-2254-785400-601009

Mses. Cunningham and Tindall will each continue to work as a Contract Services Specialist II. They will be responsible for overseeing the coordination of operations, including the supervision of the Visitation Center and Exchange Monitors, ensuring the completion of the safety assessment at the Visitation Center before services are rendered each day, knowing the daily schedule of families served and pertinent information regarding visitation and exchange circumstances for that day, and preparing the monitors for the daily visitations and exchanges by providing them with all information regarding the specific services that day. Mses. Cunningham and Tindall will facilitate the arrival and departures of all clients, and ensure proper coverage at entrances, waiting for areas, and visitation areas, communicate clearly and consistently with on-site police, monitors, and volunteers, provide guidance to staff to assist them in properly and effectively providing services; and make decisions regarding any concerns about or changes in the provision of services as they arise. In addition, they will keep accurate and complete records of any safety concerns or potential problems arising during a visitation session, act as the Custodian of Records while at the Visitation Center, facilitate supervision of monitors

**AGENDA**

**BOARD OF ESTIMATES**

**10/27/2021**

**PERSONNEL**

	<u>Hourly Rate</u>	<u>Amount</u>
<u>MONSE</u>		

outside of service hours, prepare spaces for use by the Center, and restore spaces for use by others, attend preliminary trainings once hired, as well as some continued trainings as they arise, and maintain any records or documents pertaining to work covered under this Agreement. This is the same hourly rate as in the previous contract period. The period of the agreement is effective upon Board approval for one year.

21.	<b>WANDA CARTER</b>	\$30.00	<b>\$12,000.00</b>
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Account: 4000-401418-2254-785400-601009

Ms. Carter will continue to work as Contract Services Specialist II. She will be responsible for overseeing the coordination of operations including the supervision of the Visitation Center and Exchange Monitors, ensuring the completion of the safety assessment at the Visitation Center before services are rendered each day, and knowing the daily schedule of families served and pertinent information regarding visitation and exchange circumstances for that day. Ms. Carter will also prepare the monitors for the daily visitations and exchanges by providing them with all information regarding the specific services that day, facilitate the arrival and departures of all clients, and ensure proper coverage at entrances, waiting areas, and visitation areas. In addition, she will communicate clearly and consistently with on-site police, monitors, and volunteers, provide guidance to staff to assist them in properly and effectively providing services, and make decisions regarding any concerns about or changes in the provision of services as they arise. This is the same hourly rate as in the previous contract period. The period of the agreement is effective upon Board approval for one year.

Police Department

22. Reclassify the following six filled position:

Position Nos.: 49613, 49615, 53961, 53962, 53963 and 53964

From:

Classification: Grant Services Specialist II  
 Job Code: 10216  
 Grade: 919 (\$38,254.00 - \$60,682.00)

**AGENDA**

**BOARD OF ESTIMATES**

**10/27/2021**

**PERSONNEL**

Police Department – cont'd

To:

Classification: Grant Services Specialist III  
Job Code: 10217  
Grade: 941(\$59,537.00 - \$102,351.00)

Cost: \$681,496.48 – 4000-412721-2021-213000-601001

These positions are to be considered Positions of Trust in accordance with the policy outlined in the Administrative Manual, Section 200-4.

Department of Public Works

23. Reclassify the following vacant position:

Position No.: 23702

From:

Classification: Instrumentation Technician I  
Job Code: 52621  
Grade: 435 (\$42,791.00 - \$48,865.00)

To:

Classification: Program Compliance Officer I  
Job Code: 31501  
Grade: 087 (\$44,263.00 - \$53,504.00)

Cost: \$2,221.00 – 2071-000000-5521-609000-601001

This position is to be considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 200-4.

**AGENDA**

**BOARD OF ESTIMATES**

**10/27/2021**

**PERSONNEL**

Department of Public Works – cont'd

24. Create the following six positions:

Classification: CDL Driver II  
Job Code: 54517  
Grade: 448 (\$42,607.00 - \$48,828.00)  
Position Nos.: To be determined by BBMR

Cost: \$399,486.00 – 2072-000000-5152-386600-601001

These positions are not to be considered Positions of Trust in accordance with the policy outlined in the Administrative Manual, Section 200-4.

Department of Recreation and Parks

	<u>Hourly Rate</u>	<u>Amount</u>
25. <b>CHRISTIANE R. DREISBUSCH</b>	\$35.75	<b>\$68,169.53</b>

Account: 5000-577722-4711-361800-601009

Ms. Dreibusch will work as a Contract Services Specialist II. She will be responsible for designing capital improvements to City parks, developing and implementing projects from conception through construction, preparing conceptual designs, construction drawings, cost estimates, and technical specifications for project advertisement and the acquisition of building permits. Ms. Dreibusch will also attend community meetings to solicit residents' wants and needs for capital projects and collaborate with City colleagues to solve design challenges. The period of the agreement is effective upon Board approval for one year.

26. <b>ANGELIA MORRISON</b>	\$17.38	<b>\$10,845.12</b>
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Account: 6000-681022-6510-371700-601009

Ms. Morrison, retiree, will continue to work as a Contract Services Specialist I. She will be responsible for planning, organizing, and conducting recreational programs for seniors to promote physical fitness, wellness and providing age-appropriate activities. This is the same hourly rate as in the previous contract period and is in compliance with AM 212-1, Part I. The period of the agreement is effective upon Board approval for one year.

**AGENDA**

**BOARD OF ESTIMATES**

**10/27/2021**

**PERSONNEL**

Department of Recreation and Parks

27. Create the following position:

Classification: Recreation Programmer  
Job Code: 83121  
Grade: 090 (\$50,013.00 - \$60,785.00)  
Position No.: To be determined by BBMR

Cost: \$77,740.00 – 2089-208922-4803-744900-601001

This position is to be considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 200-4.

28. Create the following position:

Classification: Program Coordinator  
Job Code: 31192  
Grade: 923 (\$65,000.00 - \$104,246.00)  
Position No.: To be determined by BBMR

Cost: \$95,245.00 – 5000-577722-4781-363900-601001

This position is to be considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 200-4.

29. Reclassify the following vacant position:

Position No.: 24514

From:

Classification: CDL Driver I  
Job Code: 54516  
Grade: 447 (\$38,805.00 - \$42,455.00)

PERSONNEL

Department of Recreation and Parks – cont'd

To:

Classification: Carpenter I  
Job Code: 52241  
Grade: 426 (\$33,905.00 - \$36,327.00)

Cost Savings: (\$5,275.00) – 1001-000000-4781-363900-601001

This position is to be considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 200-4.

30. Reclassify the following vacant position:

Position No.: 47340

From

Classification: CDL Driver I  
Job Code: 54516  
Grade: 447 (\$38,805.00 - \$42,455.00)

To:

Classification: Painter I  
Job Code: 52271  
Grade: 426 (\$33,905.00 - \$36,327.00)

Cost Savings: (\$5,275.00) – 1001-000000-4803-372000-601001

This position is to be considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 200-4.

31. Reclassify the following vacant position:

Position No.: 47341

From

Classification: CDL Driver I  
Job Code: 54516  
Grade: 447 (\$38,805.00 - \$42,455.00)

**AGENDA**

**BOARD OF ESTIMATES**

**10/27/2021**

**PERSONNEL**

Department of Recreation and Parks – cont'd

To:

Classification: Heating & Air Conditioning Tech. I  
Job Code: 52211  
Grade: 429 (\$35,804.00 - \$39,442.00)

Cost Savings: (\$3,231.00) – 1001-000000-4803-372000-601001

This position is to be considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 200-4.

32. Reclassify the following vacant position:

Position No.: 53620

From

Classification: Building Project Coordinator  
Job Code: 72492  
Grade: 093 (\$56,778.00 - \$69,231.00)

To:

Classification: Welder  
Job Code: 52311  
Grade: 434 (\$41,639.00 - \$47,029.00)

Cost Savings: (\$16,297.00) – 1001-000000-4803-371400-601001

This position is to be considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 200-4.

**AGENDA**

**BOARD OF ESTIMATES**

**10/27/2021**

Department of Real Estate – Second Amendment to Lease Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Second Amendment to the Lease Agreement with The Peale Center for Baltimore History and Architecture, Inc., Tenant, for the rental of the premises located at 223-225 N. Holliday Street, known as the Peale Museum. The amendment is effective upon Board approval and extends the period of the Lease Agreement an additional 13 years through October 7, 2077.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

The Peale Museum, operated by The Peale Center for Baltimore History and Architecture, Inc., is an arts and humanities organization for Baltimore stories and studies, based in the first purpose-built museum building in the U.S. It is the only museum dedicated to Baltimore City’s intangible cultural heritage and hosts the world’s largest collection of digital recordings of Baltimore stories, as well as live performances and in-person experiences by Baltimore creatives. Working with hundreds of local creatives, the Peale has published more than 1,650 authentic cultural stories on a wide range of digital platforms, from social media and Sound Cloud to location-aware and augmented reality apps, and has provided over \$120,000.00 in microgrants and related support to Baltimore’s storytellers to date.

The existing Lease Agreement, which was divided into an “Initial Term” and “Extension Term,” was approved by the Board of Estimates on October 8, 2014. In the Initial Term (October 8, 2014 to October 7, 2017), the Tenant completed a comprehensive study and design for the renovations of the then-vacant building.

To finance capital improvements to the building, the Tenant has been awarded competitive state and federal historic preservation tax credits from the State of Maryland and the National Park Service of approximately \$1,200,000.00. To fully utilize the tax credits, the Lease Agreement must comply with U.S. federal income tax regulations relating to the issuance of the tax credits for leased premises. The Internal Revenue Service requires that the Lease Agreement be extended for the Tenant to claim the historic tax credits. The Lease Agreement must be for a term that is beyond the economic life of the improvements that are funded by the tax credits.

## AGENDA

### BOARD OF ESTIMATES

10/27/2021

#### Department of Real Estate – cont'd

Without the extension of the lease term, the value of the credits and their investment into a City building will be lost. There is no cost to the City as a result of the amendment to the Lease Agreement. All other rentals, provisions, conditions, and terms of the original Lease Agreement will remain in full force and effect.

The cost of the Peale renovation project is approximately \$3,500,000.00, which consists of replacement of windows, elevator installation, new HVAC system, bathroom updates, sprinkler system, updating floodproofing codes, historical finishes (paint, plaster, and flooring), updates to offices and exhibit rooms and a café. Renovations will be completed by December 31, 2022.

Per the original Lease, the Tenant is required to comply with the requirements for participation of MBE/WBE, as directed by the Minority and Women's Business Opportunity Office.

The Space Utilization Committee approved this Second Amendment to Lease Agreement on October 8, 2021.

(The Second Amendment to Lease Agreement have been approved by the Law Department as to form and legal sufficiency.)

**AGENDA**

**BOARD OF ESTIMATES**

**10/27/2021**

Space Utilization Committee – Lease Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Lease Agreement with TD Properties 1, LLC, Landlord, for the rental of property known as 111 S. Kresson Street, consisting of a 9,223 +/- square foot structure, situated on 11,400+/- square feet of land. The period of the agreement is November 1, 2021 through October 31, 2026, with the option to renew for one 5-year term.

**AMOUNT OF MONEY AND SOURCE:**

<u>Annual Rent</u>	<u>Monthly Installment</u>
\$55,000.00	\$5,000.00 – Year 1
\$61,800.00	\$5,150.00 – Year 2
\$63,654.00	\$5,304.50 – Year 3
\$65,563.68	\$5,463.64 – Year 4
\$67,530.60	\$5,627.55 – Year 5

Account: 1001-000000-5153-387800-603096

**BACKGROUND/EXPLANATION:**

The Leased Premises will be used as a storage facility for fleet vehicles, equipment, and offices for the Department of Public Works. The Landlord will be responsible for the improvements to the space as outlined in the Lease Agreement.

The Tenant will be responsible for all the maintenance, including janitorial, grass cutting and snow removal, taxes, insurance, and utilities of the premises. Tenant will provide all equipment, if applicable, necessary for the operation of the Tenant’s programs, including but not limited to telephone and computer services to the Leased premises.

The Space Utilization Committee approved this Lease Agreement on September 10, 2021.

**APPROVED FOR FUNDS BY FINANCE**

(The Lease Agreement has been approved by the Law Department as to form and legal sufficiency.)

**AGENDA**

**BOARD OF ESTIMATES**

**10/27/2021**

Department of Real Estate – First Renewal Option of Lease Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the First Renewal Option of the Lease Agreement with Loyola University Maryland Inc., Tenant, for the rental portion of the property known as 3301 Waterview Avenue, for the use of 19% of space in the lower level, containing 56 seats and rowing related equipment. The renewal option extends the period of the Lease Agreement from November 16, 2021 through November 15, 2022.

**AMOUNT OF MONEY AND SOURCE:**

\$3,235.74 – Annual Rent

**BACKGROUND/EXPLANATION:**

On February 3, 2021, the Board approved the Lease Agreement for one year, commencing November 16, 2020 and terminating November 15, 2021, with the right to renew for a one-year term.

All other rentals, conditions, and provisions of the Lease Agreement dated February 3, 2021 will remain in full force and effect.

**AGENDA**

**BOARD OF ESTIMATES**

**10/27/2021**

Department of Real Estate – First Renewal Option of Lease Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the First Renewal Option of the Lease Agreement with University of Maryland Baltimore County (UMBC), Tenant, for the rental portion of the property known as 3301 Waterview Avenue, for the use of 12% of space in the lower level, containing 36 seats and rowing related equipment. The renewal option extends the period of the Lease Agreement from November 16, 2021 through November 15, 2022.

**AMOUNT OF MONEY AND SOURCE:**

\$1,909.62 – Annual Rent

**BACKGROUND/EXPLANATION:**

On December 2, 2020, the Board approved the Lease Agreement for one year, commencing November 16, 2020 and terminating November 15, 2021, with the right to renew for a one-year term.

All other rentals, conditions, and provisions of the Lease Agreement dated December 2, 2020, will remain in full force and effect.

## AGENDA

**BOARD OF ESTIMATES**

**10/27/2021**

Space Utilization Committee – Transfer of Jurisdiction

### **ACTION REQUESTED OF B/E**

The Board is requested to approve the transfer of jurisdiction for the property located at 5319 Wabash Avenue (Block 8197, Lot 3) from the inventory of the Department of Transportation (11) to the inventory of the Department of Housing and Community Development (34).

### **BACKGROUND/EXPLANATION:**

The transfer of jurisdiction from the Department of Transportation will enable the parcel to be managed by the Department of Housing and Community Development.

The Space Utilization Committee approved this transfer of jurisdiction at its meeting on October 8, 2021.

## AGENDA

**BOARD OF ESTIMATES**

**10/27/2021**

Space Utilization Committee – Transfer of Jurisdiction

### **ACTION REQUESTED OF B/E**

The Board is requested to approve the transfer of jurisdiction for the properties located at 631 and 637 N. Fremont Avenue (Block 452, Lots 53 and 82A) and 721 Brune Street (Block 452 Lot 7) from the inventory of the Department of Housing & Community Development (34) to the inventory of the Department of Transportation (11).

### **BACKGROUND/EXPLANATION:**

It has been determined that Perkins Alley will be expanded and rebuilt. The City has the necessary site control along the north boundary of the existing alley. To accommodate the widening, the Department of Housing and Community Development will transfer three lots bounding on the north side of Perkins Alley to the Department of Transportation.

The Space Utilization Committee approved this transfer of jurisdiction at its meeting on October 8, 2021.

**AGENDA**

**BOARD OF ESTIMATES**

**10/27/2021**

Department of Real Estate – Lease Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Lease Agreement with Samia Bizoui and Augusto Corvalan, Lessee, for the rental of property located at 1427 Light Street, known as School 33, Studio #106 (1<sup>st</sup> floor). The period of the agreement is September 16, 2021 and terminating September 15, 2022, with the right to renew automatically for three, one-year terms.

**AMOUNT OF MONEY AND SOURCE:**

<u>Annual Rent</u>	<u>Monthly Installments</u>
\$6,600.00	\$550.00
\$7,200.00	\$600.00

**BACKGROUND/EXPLANATION:**

The premises will be used as an artist’s studio for the Lessee. Lessor is responsible for heat, electricity, and water. Lessee is responsible for air-condition, content insurance, janitorial, trash receptacles, and security. Lessee is responsible for the installation of a telephone and internet, maintaining the wireless network (Wi-Fi).

The Space Utilization Committee approved this Lease Agreement on October 8, 2021.

**APPROVED FOR FUNDS BY FINANCE**

(The Lease Agreement has been approved by the Law Department as to form and legal sufficiency.)

**AGENDA**

**BOARD OF ESTIMATES**

**10/27/2021**

Department of Real Estate – Assignment of Tax Sale Certificate

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the assignment of a Tax Sale Certificate for an amount that is less than the lien amount for the property known as 600 Claymont Avenue (Block 2377D, Lot 35) and 606 Claymont Avenue (Block 2377D, Lot 32).

**AMOUNT OF MONEY AND SOURCE:**

<u>Property Address</u>	<u>Assessed Value</u>	<u>Flat Taxes and Water</u>	<u>Total Liens</u>	<u>Recommended Purchase Price</u>
600 Claymont Avenue	\$7,000.00	\$3,097.86	\$15,461.21	\$7,000.00
606 Claymont Avenue	\$7,000.00	\$1,760.96	\$29,642.80	\$7,000.00

**BACKGROUND/EXPLANATION:**

The City acquired the Tax Sale Certificates on July 20, 2020 for 600 Claymont Avenue in the total amount of \$15,461.21 and 606 Claymont Avenue in the total amount of \$29,642.80.

J.E.D. Claymont, LLC has offered to purchase the Tax Sale Certificate for 600 Claymont Avenue for \$7,000.00, file a petition to foreclose, acquire title to the property and return it to a productive use. The purchase price of \$7,000.00 covers the flat taxes and water for the property. Other charges include \$9,860.90 for interest and penalties; \$11,711.28 for miscellaneous billing; \$1,860.00 for environmental citation; and \$3,285.80 for property registration. J.E.D. Claymont, LLC has offered to purchase the Tax Sale Certificate for 606 Claymont Avenue for \$7,000.00, file a petition to foreclose, acquire title to the property and return it to productive use. The purchase price of \$7,000.00 covers the flat taxes and water for the property. Other charges include \$11,788.76 for interest and penalties and \$4,832.36 for miscellaneous billing.

**AGENDA**

**BOARD OF ESTIMATES**

**10/27/2021**

Department of Real Estate – First Renewal Option of Lease Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the First Renewal Option of the Lease Agreement with Baltimore Brothers, Inc., Tenant, for the rental of a portion of the property known as 1400 E. Federal Street, Space 116 and 116A, being on the 1<sup>st</sup> Floor, containing 492 square feet. The first renewal option extends the period of the Lease Agreement from October 7, 2021 through October 6, 2022.

**AMOUNT OF MONEY AND SOURCE:**

\$3,740.38 – Annual Rent

**BACKGROUND/EXPLANATION:**

On October 7, 2020, the Board approved the Lease Agreement for one year, commencing upon the Board approval date and terminating one-year thereafter, with the option to renew for two 1-year periods.

All other rentals, conditions, and provisions of the Lease Agreement dated October 7, 2020, will remain in full force and effect.

**AGENDA**

**BOARD OF ESTIMATES**

**10/27/2021**

Department of Real Estate – First Renewal Option of Lease Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize the First Renewal Option to the Lease Agreement with Notre Dame Preparatory School, Inc., Tenant, for the rental of a portion of the property known as 3301 Waterview Avenue, for the use of 23% of space in the lower level, containing 69 seats and rowing related equipment. The first renewal option extends the period of the Lease Agreement from November 16, 2021 through November 15, 2022.

**AMOUNT OF MONEY AND SOURCE:**

\$4,190.55 – Annual Rent

**BACKGROUND/EXPLANATION:**

On January 20, 2021, the Board approved the Lease Agreement for one year, commencing November 16, 2020 and terminating November 15, 2021, with the right to renew for a one-year term.

All other rentals, conditions, and provisions of the Lease Agreement dated January 20, 2021, will remain in full force and effect.

## AGENDA

### BOARD OF ESTIMATES

10/27/2021

Department of Real Estate – Lease Agreement

#### **ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Lease Agreement with New Song Community Learning Center, Inc., Tenant, for the rental of property known as 1323 N. Gilmore Street (Block 34, Lot 1), former Gilmore Elementary School, being 77,290 square feet. The period of the agreement is effective upon Board approval for 25 years. The Tenant has the right to renew for three successive five-year terms.

#### **AMOUNT OF MONEY AND SOURCE:**

\$1.00 – Annual Rent if demanded

#### **BACKGROUND/EXPLANATION:**

The Leased Premises will be used as a charter elementary school serving students in grade Pre-K through Grade 8 and growing to serve students in early education. The school is to be known as the New Song Academy (“School”).

Tenant will provide all necessary licenses to operate a Charter School and all equipment necessary for the options of Tenant’s program. The Tenant accepts the premises in “as is” condition. Tenant will be responsible for routine and emergency maintenance of existing doors, locks, windows, elevators, walls, roof, gutters, downspouts, heating, ventilating and cooling systems, water, electrical plumbing supply lines, and floors. Tenant will be responsible for utilities, including electric power, heat, oil, air conditioning, sewer, water, or any other utility charges. Tenant will be responsible for landscape maintenance, trash removal, graffiti removal, pest control, security, snow and ice removal and repairs, costs associated with telephones and computers. The Tenant will not store any gasoline or other flammables. Tenant will supply Liability Insurance. The Tenant has the option to purchase the Leased Premises

The Space Utilization Committee approved this Lease Agreement on October 8, 2021.

(The Lease Agreement have been approved by the Law Department as to form and legal sufficiency.)

## AGENDA

### BOARD OF ESTIMATES

10/27/2021

#### Office of the City Council – City Council Bills

21-0100 – An Ordinance concerning City Property – Grant Easements for the purpose of authorizing the Mayor and City Council of Baltimore to grant 2 Perpetual Easements to the Maryland State Highway Administration for the maintenance of 2 stormwater drainage inlets along Dulaney Valley Road, through the property of the Loch Raven Reservoir, in Baltimore County, Maryland, as shown on Plat 61536 filed in the State Highway Administration State Roads Commission; and providing for a special effective date.

#### **ALL REPORTS RECEIVED WERE FAVORABLE.**

21-0058 – An Ordinance concerning Real Property Tax – Installment Plans for the purpose of authorizing that the real property taxes to be owed on certain properties may be paid through a monthly installment plan; establishing the maximum term for an installment payment plan in accordance with State law; requiring the Director of Finance to adopt regulations to implement this subtitle; defining certain terms; providing for a special effective date; and generally relating to installment payments of real property taxes in Baltimore City.

#### **ALL REPORTS RECEIVED WERE FAVORABLE.**

21-0083 – An Ordinance concerning Franchise – Gas Regulator Station Utility at Lower Gwynns Falls Park for the purpose of granting a franchise to Baltimore Gas and Electric Company to construct, use, and maintain a gas regulator station utility, subject to certain terms, conditions, and reservations; and providing for a special effective date.

#### **ALL REPORTS RECEIVED WERE FAVORABLE.**

**AGENDA**

**BOARD OF ESTIMATES**

**10/27/2021**

Department of Recreation and Parks – Release of Retainage

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Partial Release of Retainage Agreement with Bob Andrews Construction, Inc. under RP17822 – Renovations to Bocek Park Field House. The agreement is effective upon Board approval.

**AMOUNT OF MONEY AND SOURCE:**

\$31,746.80 – 9938-912079-9474-000000-200001  
6,396.66 – 9938-912079-9474-900000-706064  
**\$38,143.46**

**BACKGROUND/EXPLANATION:**

All work on Contract No. RP17822 is substantially completed, and all punch list items are complete. The Contractor requested a Partial Release in the amount of \$38,143.46. The remaining \$3000.00 is sufficient to protect the interests of the City. Pursuant to Section 10.04-81 of Specifications, a “Conditional Inspection” for Contract No. RP17822 - Renovations to Bocek Park Field House was held on February 6, 2020.

**MBE/WBE PARTICIPATION:**

Bob Andrews Construction, Inc. has demonstrated a good faith effort towards achieving both the MBE and WBE goals.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

(The Release of Retainage Agreement has been approved by the Law Department as to form and legal sufficiency.)

## AGENDA

**BOARD OF ESTIMATES**

**10/27/2021**

Department of Transportation – Memorandum of Understanding

### **ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Memorandum of Understanding (MOU) with Downtown Partnership of Baltimore, Inc. The period of the MOU is effective upon Board approval for two years and renewable for an additional two years.

### **AMOUNT OF MONEY AND SOURCE:**

N/A

### **BACKGROUND/EXPLANATION:**

The Organization has submitted plans and a valid petition for the installation of the right of way art in the Downtown Neighborhood.

The MOU establishes the framework for the Organization to install right of way art (the “Placemaking Elements”) at specified locations, all at its sole cost, and subsequently for the Organization to perform ongoing maintenance of all aspects of the Project during the term of the Agreement. The Placemaking Elements shall be owned solely by the City, and nothing in this MOU will confer upon the Organization any right, title, or interest in the Placemaking Elements other than as expressly provided in this MOU.

### **MBE/WBE/DBE PARTICIPATION:**

This is not a competitive procurement item. The Owner is paying for all costs.

(The Memorandum of Understanding has been approved by the Law Department as to form and legal sufficiency.)

**AGENDA**

**BOARD OF ESTIMATES**

**10/27/2021**

Department of Finance – Renewal of Various FY23 Flood Insurance Policies

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the Renewal of Flood Insurance Coverage for various properties owned by the Mayor and City Council of Baltimore. The policies will be insured through Wright National Flood Insurance Company, effective October 24, 2021 through October 24, 2022.

**AMOUNT OF MONEY AND SOURCE:**

\$53,814.00 - 2043-000000-1531-169900-603041

**BACKGROUND/EXPLANATION:**

FEMA mandates the purchase of flood insurance for properties located in Special Flood Hazard Areas. The properties listed below are located in areas that require flood insurance.

<b><u>Address</u></b>	<b><u>Renewal Premium</u></b>
301 Stockholm Street	\$ 3,040.00
400 South Central Avenue	\$ 3,428.00
414 North Calvert Street	\$ 4,228.00
525 Hurley Avenue	\$ 3,040.00
802 South Caroline	\$ 5,058.00
810 South Caroline	\$ 3,776.00
810 South Caroline	\$ 3,040.00
1407 Key Highway	\$ 4,228.00
6210 Pulaski Highway	\$ 3,065.00
6400 Pualski Highway	\$ 2,858.00
6400 Pulaski Highway	\$ 4,253.00
6401 Beckley Street	\$ 3,040.00
6700 Puaski Highway	\$ 2,615.00
401 Light Street	\$ 1,836.00
810 South Caroline	<u>\$ 2,562.00</u>
	<b>\$53,814.00</b>

**MBE/WBE PARTICIPATION:**

There are no MBE/WBE goals for the purchase of this insurance policy.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

**AGENDA**

**BOARD OF ESTIMATES**

**10/27/2021**

Department of Finance – Renewal of Various FY23 Flood Insurance Policies

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the Renewal of Flood Insurance Coverage for various properties owned by the Mayor and City Council of Baltimore. The policies will be insured through Wright National Flood Insurance Company, effective October 27, 2021 through October 27, 2022.

**AMOUNT OF MONEY AND SOURCE:**

\$411,289.00 - 2043-000000-1531-169900-603041

**BACKGROUND/EXPLANATION:**

FEMA mandates the purchase of flood insurance for properties located in Special Flood Hazard Areas. The properties listed below are located in areas that require flood insurance.

<b><u>Address</u></b>	<b><u>Renewal Premium</u></b>
100 Holliday Street	\$ 6,939.00
410 East Lexington Street	\$ 6,939.00
417 East Fayette Street	\$ 6,939.00
301 South Beechfield Avenue	\$ 6,939.00
411 Holliday	\$ 11,374.00
500 Dugan's Wharf	\$ 24,499.00
500 Fallsway	\$ 41,609.00
510 Fallsway Street	\$ 41,609.00
520 Fallsway	\$ 11,374.00
620 Fallsway	\$ 9,045.00
1901 Falls Road	\$ 6,500.00
500 East Baltimore Street	\$ 24,793.00
101 North Gay Street	\$ 24,793.00
201 Fallsway	\$ 29,048.00
210 Guilford Avenue	\$ 47,013.00
220 Guilford Avenue	\$ 29,496.00
225 North Holliday Street	\$ 14,887.00
2700 Glen Avenue	\$ 5,058.00
6100 Cross Country Boulevard	\$ 6,914.00
4 South Frederick Street	<u>\$ 55,596.00</u>
	<b>\$411,289.00</b>

**AGENDA**

**BOARD OF ESTIMATES**

**10/27/2021**

Department of Finance – cont'd

**MBE/WBE PARTICIPATION:**

There are no MBE/WBE goals for the purchase of this insurance policy.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

**AGENDA**

**BOARD OF ESTIMATES**

**10/27/2021**

Department of Finance – Charles Village Community Benefits District Bylaw Changes

**ACTION REQUESTED OF B/E:**

The Board is requested to approve proposed changes to the Charles Village Community Benefits District (CVCBD) Bylaws.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND AND EXPLANATION:**

The Board has the authority to approve any bylaw changes for the CVCBD. The district has submitted proposed changes which will have no impact to its budget and will not require changes to its annual surcharge tax rate.

The CVCBD Board of Directors met several times to review and propose changes to its bylaws most recently in effect as of March 2018. The full Board voted and accepted the proposed changes at the April 2021 board meeting.

It is recommended that the Board approve the CVCBD bylaw changes.

**MBE/WBE PARTICIPATION:**

N/A

## AGENDA

### BOARD OF ESTIMATES

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#### CVCBD Proposed Bylaw Changes

In reviewing the current bylaws for the Charles Village Community Benefits District (CVCBD), the board agreed to make the proposed changes below. **The key change to the bylaws is shifting the term start date to July 1 from January 1.** This change allows new board members the opportunity to participate in preliminary conversations regarding the upcoming fiscal year budget and the evaluation of program services. As it stands now, board members onboarding in January miss relevant discussions and opportunities to receive critical feedback from their constituencies. Additional changes reflected are to correct for the term start date or to correct misspellings or duplicate language.

The CVCBD Governance Committee recommended the following Bylaw Amendments for approval by the CVCBD Board at its April 2021 Board Meeting:

1. Article III, Officers, Sec 1. Officers, page 2 of 13:

Subsection C. @ line 70: **Change** “moneys” to “monies”

Subsection D. @ line 78: **Change** “of” to “on”

2. Article III, Officers, Sec. 2. Term of Office, page 2 of 13: @ lines 87-88:

Original Statement: “An officer’s term shall be for one year, beginning January 1. If an office becomes vacant, the Board may elect a member to serve the remainder of the term.”

**Recommended Change:** An officer’s term shall be for one year, beginning July 1. If an office becomes vacant, the Board may elect a member to serve the remainder of the term.

**Notes:** a) **This change requires a change to Art. IV Sec. 5 – Term of Office. See Recommended Change #4 below.** b) **Quad elections must be held by April 30<sup>th</sup> instead of October to give Quad Reps an opportunity to be considered as Officers and to have an appropriate training period. See Recommended Change #6 below.**

3. Article IV, Board of Directors. Sec. 2. Representation on Board, pages 3-4 of 13 @ lines 131-134:

Original Statement: The Board may have up to 27 maximum members by law, but these Bylaws are intended to restrict the membership to 25 total members. Of those 25 members, 23 are voting members. Two of these 23 voting members must be Baltimore City Councilmembers. In addition to these 23 voting members, the Board may have up to two non-voting members.

**Recommended Change:** The Board may have up to 27 maximum members by law. Of those 27 members, 23 are voting members. Two of these 23 voting members must be Baltimore City Councilmembers. In addition to these 23 voting members, the Board may have up to two non-voting members.

## AGENDA

### BOARD OF ESTIMATES

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4. Article IV, Board of Directors. Sec. 5. Term of Office. Page 6 of 13 @ line 224: Recommended Change: Delete “January” and replace with “July” per Recommended Change #2 above.

5. Article V. Meetings Sec. 1. Regular Meetings, pages 6-7 of 13 @ lines 264-266

**Recommended Change:** Remove the duplicate line “The initial meeting of the Board in any calendar year may be chaired by the previous year’s President or the Executive Director.”

6. Article V. Meetings, Sec 2. Spring and Fall Meetings, page 7 of 13, @ lines 270-278 to conform to Recommended Change #2 above:

Original Statement: The Board shall hold the following public meetings each year:

- A. The Spring Public Meeting shall be held in the spring on or before April 30 and shall include the presentation of the financial plan.
- B. The Fall Public Meeting shall be held in the fall on or before October 31 and shall include the election of the quadrant representatives.

**Recommended Change:** The Board shall hold the following public meetings each year:

- A. The Spring Public Meeting shall be held in the spring on or before April 30 and shall include the presentation of the financial plan and the election of quadrant representatives.
- B. The Fall Public Meeting shall be held in the fall on or before October 31.

7. Article V. Meetings, Sec 6. Meetings by Conference Telephone, page 8 of 13, lines 315-320:

**Recommended Change:** At line 318, add “video conference” between “conference telephone” and “or similar communication equipment”.

8. Article VI. Committees, pages 8-9 of 136, line 353:

**Recommended Change:** Add a new Section as follows: “Section 5. Additional Committees. The Board of Directors, by resolution adopted by a majority of the full Board of Directors, may establish such other standing and ad hoc committees as it deems appropriate to discharge its responsibilities.”

In reviewing the current bylaws for the Charles Village Community Benefits District (CVCBD), the board agreed to make the proposed changes below. The key change to the bylaws is shifting the term start date to July 1 from January 1. This change allows new board members the opportunity to participate in preliminary conversations regarding the upcoming fiscal year budget and the evaluation of program services. As it stands now, board members onboarding in January miss relevant discussions and opportunities to receive critical feedback from their constituencies. Additional changes reflected are to correct for the term start date or to correct misspellings or duplicate language.

The CVCBD Governance Committee recommended the following Bylaw Amendments for approval by the CVCBD Board at its April 2021 Board Meeting:

**AGENDA**

**BOARD OF ESTIMATES**

**10/27/2021**

<b>Article</b>	<b>Section</b>	<b>Line</b>	<b>Original Statement</b>	<b>Proposed Change</b>
III	1	70	Change "moneys"	To "monies"
		78	Change "of"	To "on"
III	2	87-88	An officer's term shall be for one year, beginning <b>January 1</b> . If an office becomes vacant, the Board may elect a member to serve the remainder of the term.	An officer's term shall be for one year, beginning <b>July 1</b> . If an office becomes vacant, the Board may elect a member to serve the remainder of the term.
IV	2	131-134	The Board may have up to 27 maximum members by law, <b>but these Bylaws are intended to restrict the membership to 25 total members.</b> Of those 25 members, 23 are voting members. Two of these 23 voting members must be Baltimore City Councilmembers. In addition to these 23 voting members, the Board may have up to two non-voting members.	The Board may have up to 27 maximum members by law. Of those 27 members, 23 are voting members. Two of these 23 voting members must be Baltimore City Councilmembers. In addition to these 23 voting members, the Board may have up to two non-voting members.
IV	5	224	Delete "January"	Replace with "July"
V	1	264-266	N/A	Remove the duplicate line "The initial meeting of the Board in any calendar year may be chaired by the previous year's President or the Executive Director"
V	2	270-278	The Board shall hold the following public meetings each year: A. The Spring Public Meeting shall be held in the spring on or before April 30 and shall include the presentation of the financial plan. B. The Fall Public Meeting shall be held in the fall on or before October 31 and shall include the election of the quadrant representatives.	The Board shall hold the following public meetings each year: A. The Spring Public Meeting shall be held in the spring on or before April 30 and shall include the presentation of the financial plan and the election of quadrant representatives. The Fall Public Meeting shall be held in the fall on or before October 31.
V	6	315-320	N/A	Add "video conference" between "conference telephone" and "or similar communication equipment"

**AGENDA**

**BOARD OF ESTIMATES**

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VI		353	N/A	Add a new Section as follows: "Section 5. Additional Committees. The Board of Directors, by resolution adopted by a majority of the full Board of Directors, may establish such other standing and ad hoc committees as it deems appropriate to discharge its responsibilities."
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**RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS**

\* \* \* \* \*

The Board is requested to  
approve award of  
the formally advertised contract  
listed on the following pages:

115 - 118

to the low bidder meeting specifications,  
or reject bids on those as indicated  
for the reasons stated.

In connection with the Transfer of Funds,  
a report has been requested from the Planning Commission,  
the Director of Finance having reported favorably  
thereon, as required by the provisions  
of the City Charter.

**AGENDA**

**BOARD OF ESTIMATES**

**10/27/2021**

**RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS**

Department of Transportation

- 1. TR 21009, Citywide Cable Management JOC                      Paniagua Enterprises, Inc.                      \$1,251,875.00

**MBE/WBE PARTICIPATION:**

MWBOO recommends approval of Paniagua Enterprises, Inc. as following Article 5, Subtitle 28 of the Baltimore City Code. As part of its bid Paniagua Enterprises, Inc. has committed to utilize the following:

**MWBOO SET GOALS OF 7% FOR MBE AND 2% FOR WBE.**

<b>MBE:</b> Machado Construction Company, Inc.	\$ 87,631.25	7.00%
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<b>WBE:</b> Rowen Concrete, Inc.	\$ 25,037.50	2.00%
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**MWBOO FOUND VENDOR IN COMPLIANCE ON SEPTEMBER 8, 2021.**

2. **TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<b>\$1,439,656.25</b> Other	9962-932007-9563 Construction Reserve Conduit Construction	
 \$1,251,875.00	 -----	9962-909081-9562-6 Structure & Improvements
 125,187.50	 -----	9962-909081-9562-5 Inspection

AGENDA

BOARD OF ESTIMATES

10/27/2021

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Department of Transportation

TRANSFER OF FUNDS – cont'd

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>62,593.75</u>	-----	9962-909081-9562-2
<b>\$1,439,656.25</b>		Contingencies Citywide Cable Management TR 21009

This transfer will fund the costs associated with the award of Project No. TR 21009, Citywide Cable Management with Paniagua Enterprises, Inc.

Department of General Services

- |    |   |                           |               |
|----|---|---------------------------|---------------|
| 3. | GS 21813, Dundalk<br>Maintenance Facility<br>Roof Replacement | Simpson of Maryland, Inc. | \$ 486,870.00 |
|----|---|---------------------------|---------------|

**MWBOO SET GOALS OF 27% FOR MBE AND 10% FOR WBE.**

<b>MBE:</b>	Ironshore Contracting, LLC	\$ 70,000.00	14.3%
	Nisell Plumbing & Heating, Inc.	53,847.00	11.1%
	Stockit Supply Company, Inc.	<u>7,608.00</u>	<u>1.6%</u>
	<b>Total</b>	<b>\$131,455.00</b>	<b>27.00%</b>
<b>WBE:</b>	Colt Insulation, Inc.	\$ 54,000.00	11.09%

**MWBOO FOUND VENDOR IN COMPLIANCE ON OCTOBER 4, 2021.**

**AGENDA**

**BOARD OF ESTIMATES**

**10/27/2021**

**RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS**

Department of General Services

4.      GS 21819, Engine 8                      Cole Roofing Company, Inc.                      \$ 635,000.00  
            Roof Replacement

**MWBOO SET GOALS OF 27% FOR MBE AND 10% FOR WBE.**

<b>MBE:</b> Ironshore Contracting, LLC	\$163,195.00	25.7%
Nisell Plumbing & Heating, Inc.	<u>8,255.00</u>	<u>1.3%</u>
<b>Total</b>	<b>\$171,450.00</b>	<b>27.0%</b>
 <b>WBE:</b> Tegeler Construction and Supply	 \$ 45,847.00	 7.22%
A&S Refuse, LLC	10,795.00	1.70%
My Cleaning Service, Inc.	<u>6,858.00</u>	<u>1.08%</u>
<b>Total</b>	<b>\$ 63,500.00</b>	<b>10.0%</b>

**MWBOO FOUND VENDOR IN COMPLIANCE ON OCTOBER 6, 2021.**

Bureau of Procurement

5.      B50006174, Repair and Maintenance Services for Electronic Fire Alarm Systems  
  
            (Dept. of General Services)
- REJECTION:** Vendors were solicited by advertising a formal bid on CitiBuy, eMaryland Marketplace, and in local newspapers. One bid was received and opened on September 29, 2021. Once opened, it was discovered that the required Minority Business Enterprise forms were missing from the solicitation. Because of the omission, this solicitation will be re-advertised with a new bid number, in accordance with City Charter requirements.

**AGENDA**

**BOARD OF ESTIMATES**

**10/27/2021**

**RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS**

Bureau of Procurement – cont'd

6. B50006261, Parking Meter  
Coin Collection Services  
  
(Bureau of Revenue  
Collections)

**REJECTION:** Vendors were solicited by postings on CitiBuy and in local newspapers. The three bids received were opened on August 25, 2021. The lowest bidder submitted a bid with material changes to the solicitation deeming them non-responsive. The other two bidders submitted a bid which exceeded the Agency's estimate by more than double the amount budgeted. Therefore, it is recommended that the Board reject all bids in the best interest of the City. The specifications will be revised and re-advertised at a later date.

**12:00 NOON**

**ANNOUNCEMENT OF BIDS RECEIVED**

**AND**

**OPENING OF BIDS, AS SCHEDULED**